



# Child Welfare Information Gateway

PROTECTING CHILDREN ■ STRENGTHENING FAMILIES

STATE  
STATUTES  
SERIES

Current Through  
April 2006

## Making and Screening Reports of Child Abuse and Neglect: Summary of State Laws

All 50 States, the District of Columbia, American Samoa, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands have laws and policies that specify procedures for making and responding to reports of suspected child abuse or neglect. All States require mandated reporters to make an immediate report when they suspect or know of abusive or neglectful situations.<sup>1</sup> In all jurisdictions, the initial report may be made orally to either the child protective services (CPS) agency or a law enforcement agency. In addition, the laws and

<sup>1</sup> See Child Welfare Information Gateway's *Mandatory Reporters of Child Abuse and Neglect* (2005), available at [www.childwelfare.gov/systemwide/laws\\_policies/statutes/manda.cfm](http://www.childwelfare.gov/systemwide/laws_policies/statutes/manda.cfm).

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Administration for Children and Families  
Administration on Children, Youth and Families  
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policies in all jurisdictions specify procedures for the initial response required by the agencies receiving the reports.

## Content of Reports

Most States specify in statute the kind of information that should be included in the report of suspected abuse or neglect. The reporter will be asked to provide as much information about the child's situation as he or she can, including the name and address of the child and the child's parents or other persons responsible for the child's care, the child's age, conditions in the child's home environment, and the nature and extent of the child's injuries.

## Special Reporting Procedures

Some States also specify reporting procedures for special situations, such as the suspicious death of a child and cases of substance-exposed infants.

Specific reporting procedures to be followed in the event of a suspicious child death have been enacted in approximately 30 States, Puerto Rico, and 3 territories.<sup>2</sup> Typically, these statutes instruct a mandatory reporter to report a suspicious child death to a medical examiner or coroner. For States that do not have specific reporting procedures for suspicious child deaths, standard child abuse reporting procedures apply.

The Federal Child Abuse Prevention and Treatment Act (CAPTA) requires States to have policies and procedures to address the needs of substance-exposed infants.<sup>3</sup> Specific reporting procedures for cases of suspected substance-exposed infants are in place in approximately 15 States and the District of Columbia.<sup>4</sup> In general, these statutes make drug exposure or a positive drug test alone the basis for reporting child abuse or neglect. Standard reporting procedures apply in those States that statutorily define infant drug exposure as child abuse

<sup>2</sup> Arkansas, California, Colorado, Connecticut, Florida, Illinois, Indiana, Kansas, Louisiana, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nevada, New York, North Carolina, Ohio, Oregon, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Virginia, Washington, West Virginia, Wisconsin, Wyoming, American Samoa, Guam, and the Northern Mariana Islands.

<sup>3</sup> 42 U.S.C. 5106a(b)(2)(A)(ii).

<sup>4</sup> Arizona, California, Hawaii, Illinois, Iowa, Kentucky, Maine, Massachusetts, Michigan, Minnesota, Missouri, Nevada, Oklahoma, Utah, and Washington.

## Screening Reports

and neglect but have no specific reporting procedures for substance-exposed infants.<sup>5</sup>

In most States, the agency that receives a report of suspected child abuse or neglect will first screen the report to determine whether it meets the criteria for acceptance. For acceptance, the report must concern actions that meet the statutory definition of child abuse or neglect in that State.<sup>6</sup> Typically, this will involve situations of harm or threatened harm to a child committed by a parent, guardian, or other person responsible for a child's care. Reports that do not meet the statutory criteria are screened out.

Reports that meet the criteria are screened in and accepted for investigation, usually by the State CPS agency. All States require CPS to initiate an investigation in a prompt and timely manner, generally within 72 hours. In addition, most States require investigations to be initiated immediately, in as little as 2 hours and no longer than 24 hours, when there is reasonable cause to believe that a child is in imminent danger.

The approaches used to screen reports vary from State to State, but nearly all States utilize some type of safety assessment to determine which reports require an immediate response. Approximately seven States categorize reports based on the level of risk of harm to the child and assign different response times.<sup>7</sup> Eleven States use differential response systems in which more serious cases are assigned to be investigated, while less serious cases are assigned to family assessments.<sup>8</sup>

Investigations may be conducted by the child protective agency, a law enforcement agency, or cooperatively by both agencies, while family assessments are conducted by the child protection agency. In approximately 16 States and the Virgin Islands, cases of physical or sexual abuse may be investigated by a law

<sup>5</sup> See Child Welfare Information Gateway's *Parental Drug Use as Child Abuse* (2005), available at [www.childwelfare.gov/systemwide/laws\\_policies/statutes/drugexposed.cfm](http://www.childwelfare.gov/systemwide/laws_policies/statutes/drugexposed.cfm).

<sup>6</sup> See Child Welfare Information Gateway's *Definitions of Child Abuse and Neglect* (2005), available at [www.childwelfare.gov/systemwide/laws\\_policies/statutes/define.cfm](http://www.childwelfare.gov/systemwide/laws_policies/statutes/define.cfm).

<sup>7</sup> Alabama, Georgia, Indiana, Missouri, New Mexico, Rhode Island, and Texas. The word *approximately* is used to stress the fact that the States frequently amend their laws. This information is current through April 2006.

<sup>8</sup> Arizona, Delaware, Idaho, Kentucky, Louisiana, Minnesota, New Jersey, North Carolina, Oklahoma, Virginia, and Wyoming.

enforcement agency.<sup>9</sup> In nine States, reports are referred to law enforcement agencies when the alleged perpetrator is a person other than the parent or other caretaker.<sup>10</sup> Most States also require cross-reporting among professional entities. Typically, reports are shared among social services agencies, law enforcement agencies, and prosecutors' offices.<sup>11</sup>

This publication is a product of the State Statutes Series prepared by Child Welfare Information Gateway. While every attempt has been made to be complete, additional information on these topics may be in other sections of a State's code as well as in agency regulations, case law, and informal practices and procedures.

<sup>9</sup> Alaska, Arkansas, Florida, Illinois, Iowa, Louisiana, Maryland, Michigan, Minnesota, Mississippi, New Hampshire, North Carolina, North Dakota, Rhode Island, Texas, and Washington.

<sup>10</sup> Alaska, Connecticut, Florida, Iowa, Louisiana, Michigan, New Mexico, North Carolina, and Texas.

<sup>11</sup> See Child Welfare Information Gateway's *Cross-Reporting Among Responders to Child Abuse and Neglect* (2005), available at [www.childwelfare.gov/systemwide/laws\\_policies/statutes/xreporting.cfm](http://www.childwelfare.gov/systemwide/laws_policies/statutes/xreporting.cfm).

**Alabama****Reporting Procedures****Individual Responsibility****Citation: Ala. Code § 26-14-3**

All mandated reporters are required to immediately make an oral report when they know or suspect that a child is a victim of child abuse or neglect. The oral report shall be followed by a written report.

**Content of Reports****Citation: Ala. Code § 26-14-5**

The report shall contain:

- The name and location of the child
- The names and addresses of the child's parents or caretakers
- The nature and extent of the child's injuries
- Any evidence of previous injuries
- Any other information that might establish the cause of the child's injuries
- The identity of the person alleged to be responsible for the child's injuries

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

The issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ala. Code §§ 26-14-3; 26-14-7; Ala. Admin. Code Ch. 660, §§ 5-34.03; 5-34.04; 5-34.05; 5-34.09**

Reports of child abuse or neglect are received by a duly constituted authority that may include a chief of police, sheriff, the department, or any person, organization, or agency authorized and designated by the department to receive such reports. Once a report has been received, it must be investigated, and the investigation is known by DHR as the child abuse/neglect initial assessment.

The following criteria must be considered at intake when determining which reports will be investigated first:

- The allegations in the report
- The seriousness of the incident(s)
- The child's vulnerability (i.e., capacity for self-protection) and the potential risk of serious harm to the child

DHR's response time is the timeframe within which in-person initial contact shall be made with the children who are allegedly abused or neglected (i.e., at risk of serious harm) and all other children in the home.

- Child welfare staff shall respond immediately, i.e., as soon as possible after a report is received, but no later than 12 hours from receipt of the intake information, when the intake information indicates serious harm will likely occur within 24 hours.
- For situations in which an immediate response is not required, child welfare staff shall respond as quickly as the intake information warrants but no later than 5 calendar days.
- Child welfare staff must make contact with all other children who live in the home of the reported child as soon as the intake information warrants, but not later than 15 calendar days.

All reports must be cleared through Alabama's Central Registry on Child Abuse/Neglect to determine if there have been previous reports involving the children, their family members, and all persons allegedly responsible for abuse or neglect.

Contact must be initiated with a custodial parent promptly upon receipt of a report except in instances in which such action could pose danger for the child involved. The contact should establish the need for protective services or agency nonintervention. A home visit is required and may be made with or without prior notification.

At the conclusion of the initial assessment, a decision regarding a family's need for ongoing protective services shall be made. This decision may be to discontinue DHR services as no protective services are needed, to provide ongoing casework services, to initiate court action, or to make a referral to another agency for services.

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**Alaska****Reporting Procedures****Individual Responsibility****Citation: Alaska Stat. §§ 47.17.020; 47.17.023**

Mandated reporters shall immediately report to the department when they have reasonable cause to suspect that a child has suffered harm as a result of abuse or neglect.

If the person making a report of harm cannot reasonably contact the nearest office of the department and immediate action is necessary for the well-being of the child, the person shall make the report to a peace officer.

Producers of photos or other visual materials must report suspected sexual abuse to a law enforcement agency.

**Content of Reports****Citation: Alaska Stat. § 47.17.025**

The department's written report shall include:

- The names and addresses of the child and the child's parents
- The age and sex of the child
- The nature and extent of harm to the child from abuse
- The name, age, and address of the person believed to be responsible for the harm to the child
- Information that may be helpful in establishing the identity of the person responsible for the abuse

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Alaska Stat. §§ 47.17.020; 47.17.025; 47.17.030**

The department shall immediately notify the nearest law enforcement agency if the department concludes that the harm was caused by a person who is not responsible for the child's welfare, or involves possible criminal conduct or abuse or neglect that results in the need for medical treatment of the child.

A law enforcement agency shall immediately notify the department of the receipt of a report of harm to a child from abuse. Upon receipt from any source of a report of harm to a child from abuse, the department shall notify the Department of Law and investigate the report and, within 72 hours of the receipt of the report, shall provide a written report of its investigation of the harm to a child from abuse to the Department of Law for review.

The department may, upon receipt of the report, refer the matter to the appropriate health or social services agency if the child resides within the boundaries of a local government. For cases not referred to an agency of a local government, the department shall, for each report received, investigate and take action, in accordance with law, that may be necessary to prevent further harm to the child or to ensure the proper care and protection of the child.

A local government health or social services agency receiving a report of harm shall, for each report received, investigate and take action, in accordance with law, that may be necessary to prevent further harm to the child or to ensure the proper care and protection of the child. In addition, the agency receiving a report of harm shall forward a copy of its report of the investigation, including information the department requires by regulation, to the department.

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**American Samoa****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 45.2002(a), (c)**

Mandated reporters who have reasonable cause to know or suspect that a child has been subjected to abuse or neglect shall immediately report or cause a report to be made to the child protection agency.

**Content of Reports****Citation: Ann. Code § 45.2010**

The mandated reporter shall submit a written report that contains the following:

- The name, address, age, sex, religion, and race of the child
- The name and address of the person responsible for the child
- The nature and extent of the child's injuries, including any evidence of previous abuse or neglect
- The names and addresses of the person or persons responsible for the abuse or neglect
- Family composition
- The name, address, and occupation of the person making the report
- Any action taken by the reporting source
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 45.2003**

A mandated reporter who knows or has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report immediately to the department of public safety.

The department shall investigate and report its findings to the Attorney General and the child protection agency.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code §§ 45.2010; 45.2011**

Reports of known or suspected child abuse or neglect made under this chapter are immediately made to the department [of public safety] by a written report prepared by those persons required to report, if so requested by the receiving CPS agency. The receiving agency will forward a copy of its own report to the central registry on forms supplied by the registry. If at any time a report of suspected child abuse or neglect is made to the [child protective services] agency, the department of public safety must be notified. If a report of suspected child abuse or neglect is made to the department, the agency must be notified. Copies of the report of known or suspected child abuse or neglect are immediately transmitted by the receiving agency to the attorney General's office and to the department.

The [child protective services] agency shall make a thorough investigation promptly upon receiving either the oral or the written report. The primary purpose of the investigation is the protection of the child. The investigation shall include the nature, extent, and cause of the child abuse, sexual abuse, or neglect; the identity of the person responsible; the names and conditions of other children in the home; an evaluation of the parents or persons responsible for the care of the child; and all other pertinent data.

If, before the evaluation is complete, the opinion of the investigators is that immediate removal is necessary to protect children from further abuse or neglect, the court, on petition by the investigators and with good cause shown, shall issue an order for temporary removal and custody.



**Arizona****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 13-3620**

Any mandated reporter who reasonably believes that a minor is the victim of abuse or neglect shall report immediately to a peace officer or child protective services. The report may be made by telephone or in person and must be followed by a written report within 72 hours.

**Content of Reports****Citation: Rev. Stat. § 13-3620**

The reports shall contain:

- The names and addresses of the minor and the minor's parents or the person having custody
- The minor's age
- The nature and extent of any injuries or neglect, including any evidence of previous injuries or neglect
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Rev. Stat. § 13-3620**

A health care professional who, after a routine newborn physical assessment, believes that a newborn infant may be affected by the presence of alcohol or drugs shall immediately make a report to child protective services.

**Screening Reports****Citation: Rev. Stat. § 13-3620; Admin. Code §§ R6-5-5502; 5505; 5506; 5507; 5508; 5510; 5511; 5512**

When reports are received by a peace officer, the officer shall immediately notify child protective services. When CPS receives a report, it shall immediately notify a peace officer in the appropriate jurisdiction.

When the Hotline receives a call, staff shall determine the type of alleged maltreatment, whether to classify the call as a report for investigation, and check the central registry for prior reports on the same persons.

If a call is screened in as a report, the hotline staff shall gather additional information using standardized questions, determine whether there are aggravating or mitigating factors, and assign each report a priority code. Staff shall enter the report into the central registry and immediately transmit the report to a local office.

Priority codes and initial response times are:

- Priority 1: High Risk:
  - » Standard Response: 2 hours
  - » Mitigated Response: 24 hours
- Priority 2: Moderate Risk:
  - » Standard Response: 48 hours
  - » Aggravated Response: 24 hours
  - » Mitigated Response: 72 hours
- Priority 3: Low Risk:
  - » Standard Response: 72 hours
  - » Aggravated Response: 48 hours
  - » Mitigated Response: 72 hours excluding weekends and Arizona State holidays
- Priority 4: Potential Risk:
  - » Standard Response: 7 days
  - » Aggravated Response: 72 hours excluding weekends and State holidays

To comply with the priority response time, entities other than CPS, such as law enforcement or emergency personnel, may initially respond to a report.

Upon receipt of a report, a CPS unit supervisor shall assign the case for a field investigation, alternative investigation, or alternative response, such as referral to Family Builders.

An alternative investigation consists of contact with a mandatory reporter who is currently involved with the family.

The information will determine if the child and other children residing in the home are current victims of maltreatment or at risk of imminent harm. If results indicate that an alleged victim is at risk of harm, the case shall be immediately assigned for field investigation.

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**Arkansas****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 12-12-507**

A mandated reporter who has reasonable cause to suspect a child has been maltreated shall report immediately to the child abuse hotline.

**Content of Reports****Citation: Ann. Code § 12-12-507**

For an investigation to commence, the report must contain sufficient information to identify and locate the child or the family.

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 12-12-507(a)**

Any person with reasonable cause to suspect that a child has died as a result of child maltreatment may immediately notify the child abuse hotline.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code §§ 12-12-507; 12-12-509**

The child abuse hotline shall accept a report when the allegations, if true, would constitute child maltreatment as defined by law, and sufficient identifying information is provided to identify and locate the child or the family. The hotline shall accept a report of physical abuse if any specified intentional or knowing acts are alleged to occur, but the report shall not be determined to be true unless the child suffered an injury as the result of the act.

The hotline shall accept a report of neglect only if the reporter is a nurse, physician, or other medical personnel, and the reporter has reasonable cause to suspect that a child has been subjected to neglect as defined by law.

The Department of Health and Human Services shall cause an investigation to be made upon receiving initial notification of suspected child maltreatment. All investigations shall begin within 72 hours, unless the report alleges severe maltreatment, then the investigation shall begin within 24 hours.

At the initial time of contact with the alleged offender, the investigator shall advise the alleged offender of the allegations made against the alleged offender in a manner that is consistent with the laws protecting the rights of the person who made the report.

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**California****Reporting Procedures****Individual Responsibility****Citation: Penal Code § 11166**

[Effective 1-1-2006]

A mandated reporter who knows or reasonably suspects that a child has been a victim of abuse or neglect shall make an initial report immediately by telephone and prepare and send, fax, or electronically transmit a follow-up written report within 36 hours.

Any commercial film and photographic print processor who has knowledge of or observes any film, photograph, videotape, negative, or slide depicting a child under the age of 16 years engaged in an act of sexual conduct shall report the instance of suspected child abuse to the law enforcement agency immediately, or as soon as practicably possible, by telephone and shall prepare and send, fax, or electronically submit a written report of it with a copy of the film, photograph, videotape, negative, or slide attached within 36 hours.

**Content of Reports****Citation: Penal Code § 11167**

[Effective 1-1-2006]

The mandated reporter shall make a report even if some of the requested information is not known or is uncertain.

The report may contain the following:

- The name, business address, and telephone number of the mandated reporter
- The child's name, address, and present location, and if applicable, school, grade, and class
- The names, addresses, and telephone numbers of the child's parents or guardians
- The information that gave rise to suspicion of abuse or neglect and the source of that information
- The name, address, telephone number, and other relevant information about the person who may have abused or neglected the child

**Special Reporting Procedures****Suspicious Deaths****Citation: Penal Code §§ 11166; 11166.1**

[Effective 1-1-2006]

The agency shall be notified and a report prepared and sent, faxed, or electronically submitted even if the child has died, regardless of whether or not abuse was a contributing factor to the death, and even if suspected child abuse was discovered during an autopsy.

The agency shall notify within 24 hours the licensing office that has jurisdiction over a facility when a child has died while living at or enrolled in that facility.

**Substance-Exposed Infants****Citation: Penal Code §§ 11165.13; 11166**

A positive toxicology screen at the time of the delivery of an infant is not in and of itself a sufficient basis for reporting child abuse or neglect. However, any indication of maternal substance abuse shall lead to an assessment of the needs of the mother and child pursuant to § 123605 of the Health and Safety Code. If other factors are present that indicate risk to a child, then a report shall be made.

A report based on risk to a child that relates solely to the inability of the parent to provide the child with regular care due to the parent's substance abuse shall be made only to a county welfare or probation department, and not to a law enforcement agency.

Reports made due to a parent's inability to care for a child due to substance abuse shall be reported to a county welfare or probation office.

**Screening Reports****Citation: Penal Code § 11167; Welf. & Inst. Code § 16504; DSS Manual Ch. 31, §§ 100, 105, 110, 115**

At the time of the initial contact with the individual who is subject to the investigation, the agency shall advise the individual of the complaints or allegations against him or her, in a manner that is consistent with laws protecting the identity of the reporter.

Any child reported to the county welfare department to be endangered by abuse, neglect, or exploitation shall be eligible for initial intake and evaluation of risk services. Each county welfare department shall maintain and operate a 24-hour response system. An immediate in-person response shall be made by a county welfare department social worker in emergency situations. An in-person response is not required when the county welfare department, based upon an evaluation of risk, determines that an in-person response is not appropriate. An evaluation of risk includes collateral contacts, a review of previous referrals, and other relevant information.

The social worker shall immediately initiate and complete the Emergency Response Protocol process to determine whether an in-person investigation is required.

The worker is not required to complete the protocol if the worker has already determined that an in-person investigation is required, such as in cases of obvious immediate danger or law enforcement referrals. The protocol requires gathering the following information:

- Identifying information about the abused child, each adult in the household, the alleged perpetrator, and each minor child in the family
- A description of the alleged incident, including risk factors
- Child and caretaker characteristics
- Family factors, including relationships and any history of abuse or neglect

The decision whether or not an in-person investigation is needed shall include the following:

- The worker has been able to locate the child and/or the family.
- There exists an open case and the problem is being adequately addressed.
- The allegation meets the legal definition of abuse, neglect, or exploitation.
- The caretaker of the child is the alleged perpetrator or was negligent in allowing, or unable to prevent, access to the child.

If the social worker determines that an in-person investigation is necessary, the worker shall initiate the investigation immediately or within 10 calendar days, as appropriate. An immediate investigation is required when:

- There is evidence that the child is in imminent danger of physical pain, injury, disability, severe emotional harm, or death.
- The law enforcement agency making the referral states that the child is at immediate risk of abuse, neglect, or exploitation.
- The social worker determines that the child referred by the law enforcement agency is at immediate risk of abuse, neglect, or exploitation.

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**Colorado****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. §§ 19-3-304; 19-3-307**

A mandated reporter who has reasonable cause to suspect that a child has been abused shall report immediately to the department or a law enforcement agency. The reporter shall promptly follow up with a written report.

A film processor shall report any suspicion of sexual abuse to a law enforcement agency, immediately by telephone, and shall prepare and send a written report of it with a copy of the film, photograph, videotape, negative, or slide attached within 36 hours of receiving the information concerning the incident.

**Content of Reports****Citation: Rev. Stat. § 19-3-307**

The department's report, when possible, shall include the following information:

- The name, address, age, sex, and race of the child
- The name and address of the person alleged responsible for the suspected abuse
- The nature and extent of the child's injuries, including any evidence of previous cases of abuse or neglect of the child or the child's siblings
- Family composition
- The source of the report, including the name, address, and occupation of the person making the report
- Any action taken by the reporting source
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Rev. Stat. § 19-3-305**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that fact immediately to a local law enforcement agency and the appropriate medical examiner.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Rev. Stat. §§ 19-3-307; 19-3-308**

The county department shall submit a report of confirmed child abuse or neglect within 60 days of receipt of the report to the State department in a manner prescribed by the State department. A copy of the report of known or suspected child abuse or neglect shall be transmitted immediately by the county department to the district attorney's office and to the local law enforcement agency.

The county department shall respond immediately upon receipt of any report of a known or suspected incident of intrafamilial abuse or neglect to assess the abuse involved and the appropriate response to the report. The assessment shall be in accordance with rules adopted by the State board of social services (see Code of Colorado Rules, 12 CCR 2509-4) to determine the risk of harm to such child and the appropriate response to such risks.

Appropriate responses shall include, but are not limited to, screening reports that do not require further investigation, providing appropriate intervention services, pursuing reports that require further investigation, and conducting immediate investigations.

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**Connecticut****Reporting Procedures****Individual Responsibility****Citation: Gen. Stat. §§ 17a-101a; 17a-101b; 17a-101c**

A mandated reporter who has reasonable cause to suspect that a child has been abused or neglected shall make an oral report, by telephone or in person, not later than 12 hours after the reporter has cause to suspect. The report shall be made to the Commissioner of Children and Families or a law enforcement agency.

Within 48 hours of the oral report, the reporter shall submit a written report.

**Content of Reports****Citation: Gen. Stat. § 17a-101d**

All oral and written reports shall contain, if known:

- The names and addresses of the child and the child's parents or other persons responsible for the child's care
- The age and gender of the child
- The nature and extent of the child's injuries, maltreatment, or neglect
- The approximate date and time of the child's injuries, maltreatment, or neglect
- Any information about previous injuries or maltreatment to the child or the child's siblings
- The circumstances in which the maltreatment came to be known to the reporter
- The name of the person suspected to be responsible for the maltreatment
- Whatever action, if any, was taken to assist the child

**Special Reporting Procedures****Suspicious Deaths****Citation: Gen. Stat. § 17a-101b**

If the commissioner receives a report that a child has died, the commissioner shall, within 12 hours of receipt of the report, notify the appropriate law enforcement agency.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Gen. Stat. § 17a-101g**

Upon receiving a report of child abuse or neglect in which the alleged perpetrator is a person who is responsible for the child's health, welfare, or care, given access to the child, or entrusted with the care of the child, the commissioner shall cause the report to be classified and evaluated immediately. If the report contains sufficient information to warrant an investigation, best efforts shall be made to commence an investigation of a report concerning an imminent risk of physical harm to a child or other emergency within 2 hours of receipt of the report, and to commence an investigation of all other reports within 72 hours. If the report is a report of child abuse or neglect in which the alleged perpetrator is not a person specified above, the commissioner shall refer the report to the appropriate local law enforcement authority.

If the commissioner determines that abuse or neglect has occurred, the commissioner shall also determine whether there is an identifiable person responsible for the abuse or neglect, and that person poses a risk to the health, safety, or well-being of children and should be recommended by the commissioner for placement on the child abuse and neglect registry. If the commissioner makes such a determination, the commissioner shall issue notice of a recommended finding to the person suspected to be responsible for such abuse or neglect.

If the child abuse or neglect resulted in or involves the death of a child, the risk of serious physical injury or emotional harm of a child, serious physical harm of a child, the arrest of a person due to abuse or neglect of a child, or sexual abuse of a child, entry of the finding may be made on the child abuse or neglect registry.

If the commissioner has probable cause to believe that the child or any other child in the household is in imminent risk of physical harm from the child's surroundings and that immediate removal from such surroundings is necessary to ensure the child's safety, the commissioner shall authorize any employee of the department or any law enforcement officer to remove the child and any other child similarly situated from such surroundings without the consent of the child's parent or guardian.

**Delaware****Reporting Procedures****Individual Responsibility****Citation: Ann. Code Tit. 16, § 904**

Any report required by the reporting laws shall be made to the Division of Child Protective Services. An immediate oral report shall be made by telephone or otherwise.

**Content of Reports****Citation: Ann. Code Tit. 16, §§ 904; 906**

Contents of any written report shall be in accordance with rules and regulations of the division.

When a written report is made, the division will contact the reporter within 48 hours to ensure that full information has been received and to obtain additional information, medical records, or both.

The investigation shall gather pertinent information, including, but not limited to:

- The nature, extent, and cause of the abuse or neglect
- The identity of the alleged perpetrator
- The names and condition of other children and adults in the home
- The home environment
- The relationship of the subject child to the parents or other persons responsible for the child's care
- Any indication of incidents of physical violence against any other household or family member

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.



**Screening Reports****Citation: Ann. Code Tit. 16, §§ 905; 906; Code of Regs. CDR 9-300-303**

The division will maintain a 24-hour toll-free telephone line for accepting reports. Although reports may be made anonymously, the division shall, in all cases, after obtaining relevant information regarding alleged abuse or neglect, request the name and address of any person making a report. When a written report is made by a mandatory reporter, the division shall contact the reporter within 48 hours of the receipt of the report in order to ensure that full information has been received and to obtain any additional information or medical records, or both, that may be pertinent.

Upon receipt of a report, the division shall check the internal information system to determine whether previous reports have been made regarding actual or suspected abuse or neglect of the subject child, any siblings, family members, or the alleged perpetrator.

The division may investigate any report, but shall conduct an investigation involving all reports that involve the commission or attempt to commit a crime against a child by a person responsible for the care, custody, and control of the child. The division will contact the law enforcement agency and provide the agency with a detailed description of the report. The agency will assist the division with the investigation and promptly conduct its own criminal investigation.

In a family assessment and services approach, the division shall assess the service needs of the family from information gathered from the family and other sources and shall identify and provide services for families where it is determined that the child is at risk of abuse or neglect. The division shall:

- Commence an immediate investigation if at any time during the family assessment it determines that an investigation is required or is otherwise appropriate
- Conduct a family assessment on reports initially referred for an investigation, if it is determined that a complete investigation is not required

The case finding may indicate that it is substantiated or unsubstantiated. A person who has been substantiated for abuse or neglect must be entered on the Child Protection Registry at one of four designated Child Protection Levels related to the risk of future harm to children:

- Child Protection Level I: Low risk
- Child Protection Level II: Moderate risk
- Child Protection Level III: High risk
- Child Protection Level IV: Highest risk

If the division determines from its investigation not to substantiate the person for abuse or neglect, the person may not be entered on the Child Protection Registry for that reported incident.

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**District of Columbia****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 4-1321.02**

A mandated reporter who knows or has reasonable cause to suspect abuse or neglect of a child shall immediately report to Child Protective Services or the Police Department.

**Content of Reports****Citation: Ann. Code § 4-1321.03**

The report shall include the following information:

- The name, age, sex, and address of the child, the child's siblings, other children in the home, and the parents or other persons responsible for the child's care
- The nature and extent of the abuse or neglect and any previous abuse or neglect
- Any other information that might be helpful
- If the source of the report is a mandated reporter, the identity and occupation of the source, how to contact the source, and any action taken by the source

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Ann. Code § 4-1321.02(d)**

A licensed health professional or law enforcement officer shall report immediately in writing to Child Protective Services when there is reasonable cause to believe that a child is abused as a result of inadequate care, control, or subsistence in the home due to exposure to drug-related activity.

**Screening Reports****Citation: Ann. Code §§ 4-1301.04; 4-1301.06; 4-1303.03b; 4-1302.04**

The agency shall conduct a thorough investigation of a report of suspected child abuse or neglect to protect the health and safety of the child. The investigation shall commence immediately upon receiving a report indicating that the child's safety or health is in immediate danger; or as soon as possible, and at least within 24 hours, for any report not involving immediate danger to the child.

The initial phase of the investigation shall be completed within 24 hours; include notification and coordination with the police department when there is indication of a crime, including sexual or serious physical abuse; and include:

- Seeing the child and all other children in the household outside of the presence of the caretakers
- Conducting an interview with the child's caretakers
- Speaking with the source of the report
- Assessing the safety and risk of harm to the child from abuse or neglect in the place where the child lives
- Deciding on the safety of the child and of other children in the household or in the care or custody of the person or persons alleged to be abusing or neglecting the child

The agency shall establish a single reporting line to receive reports of suspected child abuse and neglect. The reporting line shall be maintained by the agency with the assistance and support of the Metropolitan Police Department, and shall be staffed 24 hours a day, 7 days a week. Upon receiving reports on the single reporting line, the agency shall:

- Review and screen the reports to collect relevant information from the source of the report
- Transmit the reports to the entity with responsibility under the laws of the District of Columbia, or the appropriate governmental entity in another jurisdiction, for investigation or provision of services

**Florida****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 39.201**

Each report of known or suspected child abuse or neglect by a parent or other person responsible for a child's care shall be made immediately to the department's central abuse hotline.

Mandated reporters are required to provide their names to hotline staff.

**Content of Reports****Citation: Ann. Stat. § 39.201**

The department shall install electronic equipment that automatically provides to the hotline the number from which any call is placed. This number shall be entered into the report and become a part of the record of the report.

The child protective investigation shall gather the following information:

- The composition of the family or household
- The name, address, date of birth, social security number, sex, and race of each child named in the report, any siblings, or other children in the same household or in the care of the same adults
- The parents, legal custodians, or caregivers and any other adults in the same household
- Any evidence that any child in the family or household has been abused, abandoned, or neglected
- The nature and extent of present or prior injuries, abuse, or neglect
- The name, address, date of birth, social security number, sex, and race of the person or persons apparently responsible for the abuse, abandonment, or neglect

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. § 39.201**

Any mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse shall report his or her suspicion to the medical examiner.

The medical examiner shall report any findings to law enforcement, the appropriate State attorney, and the department.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Stat. §§ 39.201; 39.301; Admin. Code 65C-10.002; 65C-10.003**

The department shall be capable of receiving reports 24 hours a day by a central abuse hotline that shall determine if the report received meets the statutory definition of child abuse, abandonment, or neglect. Any report meeting the definition shall be accepted for a protective investigation.

In cases of immediate danger to the child, an investigation shall begin immediately. In all other cases, an investigation must begin within 24 hours. If the report concerns abuse by someone other than a parent or other person responsible for the child's welfare, the call shall be immediately transferred to the appropriate county sheriff's office.

The department shall begin a child protective investigation immediately if it appears that the immediate safety or well-being of a child is endangered, the family may flee, the child will be unavailable for purposes of conducting a child protective investigation, or the facts otherwise so warrant. In these cases, the department shall also notify the police department, and shall also send notice when a child died as a result of abuse, abandonment, or neglect, or is a victim of aggravated child abuse, sexual battery, or sexual abuse.

The onsite investigation must be initiated unless the safety of the victim can be assured by other communication approved at the local level by a supervisor or other appropriate official of the department and documented in the case file. In all cases, an attempted onsite visit with the alleged victim must be made within 24 hours.

A risk assessment evaluation must be completed:

- At the initial stage of the investigation to determine whether or not to remove the child from home
- Prior to the development of a recommendation to the court for disposition in cases being considered for judicial action
- Prior to the placement of a child in the home of a relative when the placement is brief and offered by the parent as an alternative to shelter placement

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**Georgia****Reporting Procedures****Individual Responsibility****Citation: Ann. Code §§ 19-7-5; 16-12-100**

A mandated reporter who has reasonable cause to believe that a child has been abused shall make an oral report as soon as possible to the child welfare agency. The oral report shall be followed by a written report, if requested by the agency.

A photo processor who has cause to believe that the visual or printed matter depicts a minor engaged in sexually explicit conduct shall report to a law enforcement agency.

**Content of Reports****Citation: Ann. Code § 19-7-5**

The report shall contain, if possible:

- The names and addresses of the child and the child's parents or caretakers
- The child's age, if known
- The nature and extent of the child's injuries, including any evidence of previous injuries
- Any other information that might be helpful in establishing the cause of the injuries and the identity of the perpetrator

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation: Ann. Code § 19-7-5; DHR Proc. Man. §§ 2103.4; 2103.14; 2103.16; 2103.18; 2103.20**

County departments have responsibility to receive reports of physical and sexual abuse, neglect, and exploitation; to screen every report received; and to assure that timely and appropriate response is initiated. All reports are screened for suitability for CPS investigation, including a thorough history check, and to determine, for a report that meets criteria for CPS, the response time, according to the following:

- The report is serious and the investigation will begin immediately or within 24 hours. All investigations of abuse or neglect to foster children are included in this category.
- The report is of a less serious nature, and the investigation will begin within 5 days.
- The report does not meet CPS requirements and no investigation will occur.
- The report does not meet current CPS requirements; however, there have been two or more previous reports on this family, and the report will be assigned for investigation.

Situations that always require an immediate response include reports that involve:

- Maltreatment to a child under age 4
- Serious injury to the child
- Self-referrals from parents who state that they are unable to cope and may harm their child
- An allegation of current sexual abuse involving a child who remains accessible to the alleged abuser
- Self-referrals from a child under 13 years alleging maltreatment and who expresses fear of returning home
- Children, age 8 years or under, being left alone
- A child suffering from a serious, untreated medical condition
- A child residing in the same household of a child who died of suspected child maltreatment
- The birth of an infant, and either the mother or the infant has tested positive for illegal drugs and/or alcohol, or it is suspected that the infant will test positive for illegal drugs or for fetal alcohol syndrome (FAS)
- A new birth to a parent with another child in placement
- Maltreatment of a child in custody, regardless of placement

Any report of conditions or suspicions that indicate allegations of possible child maltreatment will be assigned for investigation. Many reports that can be considered for screening out involve:

- Incidents of child maltreatment that are 6 months old or older
- Reports that are of a criminal nature by a person other than a parent, and negligence on the part of the parent for allowing a child to be exposed to the situation is ruled out
- A report of statutory rape when there is evidence that the parent has protected the child
- Three previous reports of the same allegation made by the same reporter and investigations of these reports revealed no evidence of maltreatment
- An unborn child
- Juvenile delinquency, including truancy, that does not contain a separate allegation of maltreatment
- Other situations where the only indicated concerns contain absolutely no report of any abuse or neglect, e.g., some poverty issues, some educational issues, some custody issues

The agency may refer a family to early intervention or other preventive services for support when reported issues do not contain the components of a CPS report. If the child welfare agency has reasonable cause to believe that a report is true or contains an allegation of child abuse, then the agency shall immediately notify the appropriate police authority or district attorney.

**Guam****Reporting Procedures****Individual Responsibility****Citation: Ann. Code Tit. 19, § 13203(a)**

Mandated reporters shall report cases of suspected abuse to child protective services or the police immediately by telephone and follow up in writing within 48 hours. Oral reports shall be made to child protective services or to the Guam police department.

**Content of Reports****Citation: Ann. Code Tit. 19, § 13203(c)**

Every report of known or suspected child abuse or neglect should include:

- The name of the person making the report
- The name, age, sex, and present location of the child
- The nature and extent of the child's injury
- The name of the person suspected to be responsible for the abuse
- Family composition
- The actions taken by the reporting source
- Any other information the agency may require

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code Tit. 19, § 13205**

Any mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse shall report that fact to the medical examiner.

The medical examiner shall report any findings to the police department, attorney generals office, and child protective services.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code Tit. 19, §§ 13209; 13209.1**

Child Protective Services shall:

- Receive all reports of suspected child abuse or neglect, both oral and written, 7 days a week, 24 hours a day
- Upon receipt of a report, commence within a reasonable time, but not later than 72 hours, an appropriate investigation
- Determine within 60 days whether the report is "indicated," "substantiated," or "unsubstantiated"
- If necessary, take a child into protective custody to protect him or her from further abuse
- Based on the investigation and evaluation, provide for the protection of the child in his or her home whenever possible or those services necessary for adequate care of the child when placed in protective custody or temporary foster custody

CPS shall develop written procedures for screening each referral for abuse or neglect of a child to assess whether abuse of another family or household member is also occurring. The assessment must include, but is not limited to:

- A check of the criminal record of the parents and the alleged abusive or neglectful person and the alleged perpetrator of family violence, if not a parent of the child
- An inquiry concerning the existence of orders for protection issued to either parent

**Hawaii****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 350-1.1**

A mandated reporter who has reason to believe that child abuse or neglect has occurred shall immediately report the matter orally to the department or the police department. The initial oral report shall be followed as soon as possible by a report in writing to the department.

**Content of Reports****Citation: Rev. Stat. § 350-1.1**

All written reports shall contain:

- The name and address of the child and the child's parents or other persons responsible for the child's care
- The child's age
- The nature and extent of the child's injuries
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Rev. Stat. § 587-89(a)**

The department of human services shall implement and operate a statewide program relating to child abuse and neglect that incorporates policies and procedures, including but not limited to, appropriate referrals to child protective service systems and other appropriate services to address the needs of infants born and identified as being affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure, including a requirement that health care providers involved in the delivery or care of an affected infant notify child protective services of the condition in the infant.

**Screening Reports****Citation: Rev. Stat. §§ 350-2; 587-21; Code of Rules §§ 17-920.1-11; 17-920.1-12; 17-920.1-16**

The department shall accept reports of alleged abuse, neglect, harm, or threatened harm of children and shall immediately assess the validity of the report to provide appropriate services to the child and family in accordance with the department's guidelines.

The department shall verify or validate the report or complaint in the following manner:

- Evaluate the report or complaint to ensure that it is based on fact
- Take action as soon as possible in order to provide immediate protection to the child
- Discuss the report or complaint directly with the parents, guardians, or custodians, preferably through a home visit by:
  - » Interpreting the department's services and legal authority to protect children
  - » Discussing specific reasons for the department's entry in the particular situation
  - » Evaluating whether the complaint is justified
- See the child as early as possible to evaluate the extent to which the child is threatened with harm

Every report or complaint, whether confirmed or unsubstantiated, shall be registered with the State central registry on child abuse and neglect within 60 calendar days from the date of the referral. The department shall, within 60 days, make a clear decision regarding whether abuse, neglect, or exploitation did or will occur. This decision shall be shared with and explained to the family either in writing or orally. If the department confirms abuse, neglect, or exploitation, it shall make a clear decision whether the child is at risk of future abuse, neglect, or exploitation in the child's own home.

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**Idaho****Reporting Procedures****Individual Responsibility****Citation: Idaho Code § 16-1605**

A mandated reporter who has reason to believe that a child has been abused, neglected, or abandoned shall report within 24 hours to a law enforcement agency or the department.

**Content of Reports****Citation: Idaho Code § 16-1605**

The report shall contain a description of the conditions and circumstances that led to making the report.

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.



**Screening Reports****Citation: Idaho Code § 16-1605; Admin. Code §§ 16.06.01.553; 554; 556; 557; 559; 560; 561; 563**

The department shall assign all reports of possible abuse, neglect, or abandonment for risk assessment unless there is information that discredits the report beyond a reasonable doubt. The level of response required will be based on the following criteria:

- Priority I: The department shall respond immediately if a child is in immediate danger involving a life-threatening or emergency situation. Law enforcement shall be notified and requested to respond or accompany the caseworker.
- Priority II: A child is not in danger, but there are clear allegations of physical or sexual abuse or medical neglect. Law enforcement shall be notified within 24 hours, and the child seen by the caseworker within 48 hours.
- Priority III: A child may be in a vulnerable situation because of service needs that, if left unmet, may result in harm, or a child is without parental care. A caseworker shall respond within 3 days, and the child must be seen within 5 days.

A report that involves a child who is known or suspected to be Indian shall be reported to the appropriate tribal authorities. Reports involving a military family shall be reported to the appropriate military family advocacy representative. Abuse, neglect, or abandonment of a child on a military reservation falls under Federal jurisdiction.

A risk assessment shall be conducted utilizing statewide risk assessment and multidisciplinary team protocols. When there are findings of moderate or higher risk, a comprehensive risk assessment must be completed within 30 days of the initial contact.

Within 5 days of completion of the risk assessment, the department shall determine whether the report is substantiated or unsubstantiated. A report is unsubstantiated when there is insufficient evidence or facts indicate that the report is erroneous.

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**Illinois****Reporting Procedures****Individual Responsibility****Citation: Cons. Stat. Tit. 325, § 5/4; 5/7**

A mandated reporter who has reasonable cause to believe a child may be abused or neglected shall report:

- Immediately by telephone to the central register or department
- In writing to the department within 48 hours

**Content of Reports****Citation: Cons. Stat. Tit. 325, §§ 5/7; 5/9**

The report shall contain, if known:

- The names and addresses of the child and the child's parents or other persons responsible for the child
- The child's age, sex, and race
- The nature of the child's condition and the extent of the child's injuries, including any evidence of previous injuries or abuse of the child or the child's siblings
- The names of the persons apparently responsible for the abuse or neglect
- Family composition, including the names, ages, sexes, and races of other children in the home
- The name, occupation, and any action taken by the reporting source, and contact information
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Cons. Stat. Tit. 325, § 5/4.1**

A mandated reporter or any other person who has reasonable cause to believe that a child has died as a result of abuse or neglect shall report to the appropriate medical examiner.

The medical examiner or coroner shall investigate the report and communicate any apparent gross findings, orally, immediately upon completion of the gross autopsy, but in all cases within 72 hours and within 21 days in writing, to the local law enforcement agency, the appropriate State's attorney, the department and, if the institution making the report is a hospital, the hospital.

**Substance-Exposed Infants****Citation: Cons. Stat. Tit. 325, § 5/7.3b**

All mandated reporters may refer to the department any pregnant person who is addicted as defined in the Alcoholism and Other Drug Abuse and Dependency Act.

**Screening Reports****Citation: Cons. Stat. Tit. 325, §§ 5/7; 5/7.3; 5/7.4; Admin. Code Tit. 89, §§ 300.100; 300.110**

The department shall be the sole agency responsible for receiving and investigating reports of child abuse or neglect, except where investigations by other agencies may be required with respect to reports alleging the death, serious injury, or sexual abuse to a child. The department shall be capable of receiving reports of suspected child abuse or neglect 24 hours a day, 7 days a week.

If it appears that the immediate safety or well-being of a child is endangered, that the family may flee, or the child disappear, CPS shall commence an investigation immediately, regardless of the time of day or night. In all other cases, an investigation shall begin within 24 hours.

After seeing to the safety of the child or children, the department shall notify the subjects of the report in writing of the existence of the report and their rights in regard to amendment or expunction.

When a report of child abuse or neglect is received, the department shall make an initial investigation to validate whether there is reasonable cause to believe that child abuse or neglect exists. When investigative staff make a determination that there is reasonable cause to believe that child abuse or neglect exists, a formal investigation shall be made.

Upon completion of a formal investigation of abuse or neglect, investigative staff shall make a final determination as to whether a child was abused or neglected. Allegations may be determined to be indicated, undetermined, or unfounded.

- When credible evidence of abuse or neglect has been obtained pertinent to an allegation, the allegation is indicated.
- When credible evidence of abuse or neglect has not been obtained, the allegation is unfounded.
- When investigative staff have been unable, for good cause, to gather sufficient facts to support a decision within 60 days of the date the report was received, the allegation shall be considered undetermined.

**Indiana****Reporting Procedures****Individual Responsibility****Citation: Ann. Code §§ 31-33-5-1 to 31-33-5-4**

A mandated reporter who has reason to believe that a child is a victim of abuse or neglect shall immediately make an oral report to the department or a local law enforcement agency.

**Content of Reports****Citation: Ann. Code § 31-33-7-4(b)**

The written reports must contain, if known, the following information:

- The names and addresses of the child and the child's parents, guardian, custodian, or other person responsible for the child
- The child's sex and age
- The nature and apparent extent of injuries, abuse, or neglect, including any evidence of prior injury, abuse, or neglect of the child or the child's siblings
- The name of the person allegedly responsible for the abuse
- The source of the report
- The name and contact information of the person making the report
- Any actions taken by the reporting source
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code §§ 31-33-7-5; 31-33-7-6**

A copy of the written report of the local child protection service shall immediately be made available to the coroner for the coroner's consideration in a case involving death. Upon receiving a written report, the coroner shall accept the report for investigation and report the findings to:

- The appropriate law enforcement agency
- The prosecuting attorney
- The department
- The hospital, if the institution making the report is a hospital

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code §§ 31-33-7-1; 31-33-7-4; 31-33-7-5; 31-33-8-1; 31-33-8-7; 31-33-8-12**

The department shall arrange for receipt, on a 24-hour, 7-day per week basis, of all reports of suspected child abuse or neglect.

The department shall initiate an immediate and appropriately thorough child protection investigation of every report of known or suspected child abuse or neglect the department receives.

- If the report alleges a child may be a victim of child abuse, the investigation shall be initiated immediately, but not later than 24 hours after receipt of the report.
- If reports of child neglect are received, the investigation shall be initiated within a reasonably prompt time, but not later than 5 days, with the primary consideration being the well-being of the child who is the subject of the report.
- If the immediate safety or well-being of a child appears to be endangered or the facts otherwise warrant, the investigation shall be initiated regardless of the time of day.
- If the department has reason to believe that the child is in imminent danger of serious bodily harm, the department shall initiate an immediate, onsite investigation within 1 hour.

Upon completion of an investigation, the department shall classify reports as substantiated, indicated, or unsubstantiated.

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**Iowa****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 232.70**

Each report made by a mandated reporter shall be made both orally and in writing. Each report made by a permissive reporter may be oral, written, or both.

The oral report shall be made by telephone or otherwise to the department of human services. If the person making the report has reason to believe that immediate protection for the child is advisable, that person shall also make an oral report to an appropriate law enforcement agency.

The written report shall be made to the department of human services within 48 hours after the oral report.

**Content of Reports****Citation: Ann. Stat. § 232.70**

The oral and written reports shall contain as much of the following information as the reporter is able to furnish:

- The names and home addresses of the child, the child's parent, and other persons responsible for the child's care
- The child's present location, if not at home
- The child's age
- The nature and extent of the child's injuries, including any evidence of prior injury
- The name, age, and condition of other children in the house
- Any other information that might be helpful
- The name and address of the person making the report

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Ann. Stat. § 232.77(2)**

If a health practitioner discovers in a child symptoms of exposure to illegal drugs, the health practitioner may perform a medically relevant test. Any positive results shall be reported to the department.

**Screening Reports****Citation: Ann. Stat. §§ 232.70; 232.71B; Admin. Code §§ 441-175.22; 441-175.25**

Reports of child abuse shall be received by the department, central abuse registry, or Child Abuse Hotline. Any report that alleges child abuse shall be accepted for assessment. Reports that do not meet the legal definition of child abuse shall become rejected intakes.

If the department determines a report alleges child abuse, it shall begin an appropriate assessment within 24 hours of receiving the report. The primary purpose of the assessment shall be the protection of the child named in the report. The secondary purpose of the assessment shall be to engage the child's family in services to enhance family strengths and to address needs.

If a report does not meet the legal definition of child abuse, but a criminal act harming a child is alleged, the department shall immediately refer the matter to the appropriate law enforcement agency. If a report alleges child sexual abuse that involves a person who was not a caretaker, the department shall refer the report to law enforcement orally as soon as practicable, and follow up in writing within 72 hours of receiving the report.

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**Kansas****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 38-1522**

A mandated reporter who has reason to suspect that a child has been injured due to abuse or neglect shall make an oral report, followed by a written report if requested. Reports shall be made to the department. When the department is not open for business, reports shall be made to a law enforcement agency.

Reports of child abuse or neglect occurring in an institution operated by the secretary of social and rehabilitation services or the commissioner of juvenile justice shall be made to the attorney general. All other reports of child abuse or neglect by persons employed by the State department of social and rehabilitation services or the juvenile justice authority shall be made to the appropriate law enforcement agency.

**Content of Reports****Citation: Ann. Stat. § 38-1522**

Every written report shall contain, if known:

- The names and addresses of the child, the child's parents, and other persons responsible for the child's care
- The child's age
- The nature and extent of the child's injuries, including any evidence of prior injuries
- Any other information that might be helpful in establishing the cause of the injuries and the identity of the persons responsible for the injuries

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. §§ 38-1522; 22a-242**

A mandated reporter who knows of the death of a child shall notify the coroner.

When a child dies, a law enforcement officer, health care provider, or any other person having knowledge of the death shall notify the coroner.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation: Ann. Stat. §§ 38-1523; 38-1524; Pol. Man. §§ 1300; 1360-1365; 1370-1371; 1462; 1470; 1500**

The department and law enforcement officers shall have the duty to receive and investigate reports of child abuse or neglect to determine whether the report is valid and whether action is required to protect the child from further abuse or neglect.

If the department and officers determine that no action is necessary to protect the child but that a criminal prosecution should be considered, the case shall be referred to the appropriate law enforcement agency.

When a report to a law enforcement agency indicates that a child may be harmed, the agency shall promptly initiate an investigation. If the officer reasonably believes the child will be harmed, the officer shall remove the child from the location where the child is found.

All reports shall have a screening decision made by the end of the next half work day from the time the report is received. The supervisor may assign the report for assessment, screen out the report, or request additional information in a preliminary inquiry.

The report shall be screened to determine if it meets statutory and regulatory definitions. If the report does not fall within the definitions, the report may be screened out. Reports may also be screened out when:

- The child has not been harmed or is likely to be harmed.
- It concerns "lifestyle" issues that do not directly harm a child or place a child at risk of harm.
- Credible information indicates concern is minimal or remote; the incident was reported as accidental or a single, minor incident.
- It concerns abuse or neglect that occurred in the past.
- It fails to provide the information necessary to locate the child.
- It is known to be fictitious and/or malicious.
- The incident has been or is being assessed by the department and/or law enforcement.

A preliminary inquiry may be made to gain additional information to determine whether the concern is currently being met by the family and community, or whether the interests of the child require further action to be taken.

Requests for additional information must be made within 3 working days. This option must not be used when it appears likely that a child may be harmed within the preliminary inquiry period.

If efforts to yield sufficient information require a face to face interview with a child or caregiver, the case must be assigned to an assessment of safety and risk of future maltreatment. If, following an initial interview with an identified victim, there is clearly no evidence to support the allegations of abuse or neglect, the report may be screened out based on the information provided.

When a report alleging a child is abused or neglected is assigned for assessment, the supervisor shall determine the appropriate response time consistent with the facts reported, and according to the following criteria:

- Same Day: When there is reason to believe that a child has been seriously injured or is in immediate serious danger
- 72 Hours: All other reports

**Kentucky****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 620.030**

Any person who knows or has reasonable cause to believe that a child is abused or neglected shall immediately make an oral or written report to the Cabinet, a law enforcement agency, or a county attorney.

A mandated reporter shall file a written report within 48 hours of the original report, if requested.

**Content of Reports****Citation: Rev. Stat. § 620.030**

The written report shall contain

- The names and addresses of the child and the child's parents or other persons exercising control or supervision over the child
- The child's age
- The nature and extent of the child's alleged dependency, neglect, or abuse, including any previous charges of dependency, neglect, or abuse to the child or any siblings
- The name and address of the person allegedly responsible for the abuse or neglect
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Rev. Stat. § 214.160**

Any physician may administer a toxicology test to each newborn infant born under that person's care to determine whether there is evidence of prenatal exposure to alcohol or a controlled substance, if the attending person has reason to believe, based on a medical assessment of the mother or the infant, that the mother used any such substance for a nonmedical purpose during the pregnancy.

The circumstances surrounding any positive toxicology finding shall be evaluated by the attending person to determine if abuse or neglect of the infant has occurred and whether investigation by the Cabinet for Health and Family Services is necessary.

**Screening Reports****Citation: Rev. Stat. §§ 620.030; 620.040; Admin. Reg. Tit. 922, § 1:330**

If the cabinet receives a report of abuse or neglect allegedly committed by a person other than a parent or guardian, the cabinet shall refer the matter to the Commonwealth's attorney or the county attorney and the local law enforcement agency or the Kentucky State police.

The cabinet immediately shall make a determination of risk of harm and safety of the child.

Cabinet staff shall attempt to elicit from the reporter as much information as possible about the child's circumstances.

If a report does not meet criteria for investigation or family-in-need-of-services assessment, the cabinet shall not accept the report for investigation or assessment but shall refer the caller to a community resource that may meet family needs and keep a record of the report.

The cabinet shall undertake an investigation or assessment if the report alleges physical abuse; neglect of the child's basic food, shelter, medical, and educational needs; or risk of harm.

Based upon the level of risk determined, the cabinet shall investigate the allegation or accept the report for an assessment of family needs and, if appropriate, may provide or make referral to any community-based services necessary to reduce risk to the child and to provide family support. A report of sexual abuse shall be considered high risk and shall not be referred to any other community agency.

The following timeframes apply:

- If the report indicates imminent danger, the investigation shall be initiated within 1 hour.
- If the report indicates nonimminent danger of physical abuse, efforts shall be made to have face-to-face contact with the child and family within 24 hours.
- If the report indicates nonimminent danger, not involving physical abuse, efforts shall be made to have face-to-face contact with the child and family within 48 hours.
- An investigation or an assessment shall be initiated within 48 hours if a child is not in imminent danger.

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**Louisiana****Reporting Procedures****Individual Responsibility****Citation: Ch. C. art. 610**

Reports of abuse where the abuser is believed to be a caretaker shall be made immediately to the local child protection unit.

Reports of abuse where the abuser is believed to be someone other than a caretaker shall be made immediately to a law enforcement agency. Dual reporting to both the local child protection unit of the department and the local or State law enforcement agency is permitted.

Mandated reporters must file a written report within 5 days of the initial oral report.

Any commercial film processor who has knowledge of any film, photograph, videotape, negative, or slide depicting a child under the age of 17 years in an activity that constitutes child pornography shall report immediately to the local law enforcement agency. The reporter shall provide a copy of the film, photograph, videotape, negative, or slide to the agency receiving the report.



**Content of Reports****Citation: Ch. C. art. 610**

The report shall contain the following information, if known:

- The name, address, age, sex, and race of the child
- The nature, extent, and cause of the child's injuries or endangered condition, including any previous known or suspected abuse of the child or the child's siblings
- The names and addresses of the child's parents or caretakers
- The names and ages of all other members of the child's household
- The name and address of the reporter
- An account of how the child came to reporter's attention
- Any explanation of the cause of the child's injury or condition offered by the child, the caretaker, or any other person
- The number of times the reporter has filed a report on the child or the child's siblings
- The person or persons who are thought to have caused or contributed to the child's condition, if known, and any person named by the child
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Ch. C. art. 610(A), (E)**

Reports of abuse or neglect that were a contributing factor in a child's death, where the abuser is believed to be a caretaker, shall be made to the local child protection unit.

A local child protection unit shall report all cases of child death that involve a suspicion of abuse to the local or State law enforcement agency, the office of the district attorney, and the coroner.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ch. C. art. 610; 612; 615**

All reports received by law enforcement that involve a caretaker shall be referred to a local child protection unit.

All reports received by the child protection unit that involve someone other than a caretaker shall be referred to a local law enforcement agency. Reports involving a felony-grade crime against a child shall be promptly communicated to the appropriate law enforcement authorities.

Upon receiving a report of abuse or neglect of a child, the local child protection unit of the department shall promptly assign a level of risk to the child based on the information provided by the reporter.

Reports of high and intermediate levels of risk shall be investigated promptly. This investigation shall include a preliminary investigation as to the nature, extent, and cause of the abuse or neglect and the identity of the person actually responsible for the child's condition.

In lieu of an investigation, reports of low levels of risk may be assessed promptly through interviews with the family to identify needs and available match to community resources. If, during this assessment, it is determined that a child is at immediate substantial risk of harm, the local child protection unit shall promptly conduct or participate in an intensive investigation.

**Maine****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. Tit. 22, §§ 4011-A; 4012**

A mandated reporter who knows or has reasonable cause to suspect that a child has been abused or neglected shall immediately report to the department.

A mandated reporter who suspects that a child has been abused by someone other than a caretaker shall report to the district attorney's office.

An oral report shall be followed by a written report within 48 hours, if requested.

**Content of Reports****Citation: Ann. Stat. Tit. 22, § 4012**

The reports shall include the following information, if known:

- The name and address of the child and the persons responsible for the child's care
- The child's age and sex
- The nature and extent of the abuse or neglect, including a description of any injuries and the explanation given for them
- A description of sexual abuse or exploitation, if applicable
- Family composition
- Any evidence of prior abuse of the child or any siblings
- The source of report
- The name, occupation, and contact information of the person making the report
- Any action taken by the reporter
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Ann. Stat. Tit. 22, § 4011-B; 4004-B**

If a health care provider involved in the delivery or care of an infant knows or has reasonable cause to suspect that the infant has been affected by illegal substance abuse or is suffering from withdrawal symptoms resulting from prenatal drug exposure, whether or not the prenatal exposure was to legal or illegal drugs, the provider shall notify the department. The report must be made in the same manner as reports of abuse or neglect.

The department shall act to protect infants born identified as being affected by illegal substance abuse or suffering from withdrawal symptoms resulting from prenatal drug exposure, whether or not the prenatal exposure was to legal or illegal drugs, regardless of whether or not the infant is abused or neglected. The department shall:

- Receive reports of infants who may be affected by illegal substance abuse or suffering from prenatal drug exposure
- Promptly investigate all reports to determine whether each infant reported is affected by an illegal substance
- Determine whether or not the infant is abused or neglected and, if so, determine the degree of harm or threatened harm in each case
- For each infant whom the department determines to be affected by illegal substance abuse or to be suffering from withdrawal symptoms resulting from prenatal drug exposure, develop, with the assistance of any health care provider involved in the mother's or the child's medical or mental health care, a plan for the safe care of the infant and, in appropriate cases, refer the child or mother or both to a social service agency or voluntary substance abuse prevention service

**Screening Reports****Citation: Ann. Stat. Tit. 22, § 4011-A; CFS Pol. Man. §§ IV.C; IV.D-1**

All calls that relate to suspected child abuse and/or neglect will be immediately routed to the Intake Unit. The Intake Unit will determine if the report is appropriate. The intake worker will gather facts from the reporter regarding:

- The identity and location of the parents, children, and relative resources
- The nature of suspected abuse or neglect and the impact on the child
- The reporter's actions taken thus far, if any
- Other persons who may have direct knowledge, and how to contact them

If the information is not sufficient to determine whether the report is appropriate or inappropriate, the worker may, with supervisor approval, contact at least one professional person, if available, whom the worker believes will have direct knowledge of the child's current condition. The intake worker will also review previous child welfare history regarding the family and the alleged abuser(s).

The worker will analyze the information to determine if the report indicates that there is immediate risk of serious harm. If it appears that child is in immediate risk of serious harm, the worker will contact the intake supervisor immediately and the intake supervisor will review the report immediately and notify the appropriate district office supervisor.

Reports may be classified as follows:

- "Substantiated" means that, by a preponderance of the evidence, a parent or caregiver has caused and/or is likely to cause high severity child abuse and neglect. This person is considered a danger to children.
- "Indicated" means that, by a preponderance of the evidence, a parent or caregiver has caused and/or is likely to cause low/moderate severity child abuse. Signs of risk may also be present.
- "Unsubstantiated" means that, by a preponderance of the evidence, a parent or caregiver did not abuse or neglect a child. However, signs of risk may be present.

When a report is made by a mental health professional, the department will consult with that professional to try to reach an agreement on how to pursue the report. The intent is to encourage offenders to seek treatment while at the same time providing any necessary protection and treatment for the child and other family members.

**Maryland****Reporting Procedures****Individual Responsibility****Citation: Fam. Law § 5-704**

A mandated reporter shall make an oral report, by telephone or direct communication, as soon as possible:

- To the local department or appropriate law enforcement agency if the person has reason to believe that the child has been subjected to abuse
- To the local department if the person has reason to believe that the child has been subjected to neglect

The mandated reporter shall make a written report to the local department not later than 48 hours after the contact, examination, attention, or treatment that caused the individual to believe that the child had been subjected to abuse or neglect and shall submit a copy to the local State's Attorney if the individual has reason to believe that the child has been subjected to abuse.

**Content of Reports****Citation: Fam. Law § 5-704**

Insofar as is reasonably possible, an individual who makes a report under this section shall include in the report the following information:

- The name, age, and home address of the child
- The name and home address of the child's parent or other person responsible for the child's care
- The whereabouts of the child
- The nature and extent of the abuse or neglect of the child, including any evidence or information available to the reporter concerning possible previous instances of abuse or neglect
- Any other information that might be helpful to determine the cause of the suspected abuse or neglect and the identity of any individual responsible for the abuse or neglect

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Fam. Law §§ 5-701; 5-704; 5-706; 5-706.1**

Within 24 hours after receiving a report of suspected physical or sexual abuse of a child, and within 5 days after receiving a report of suspected neglect or suspected mental injury of a child, the local department or the appropriate law enforcement agency shall:

- See the child
- Attempt to have an on-site interview with the child's caretaker
- Decide on the safety of the child, wherever the child is, and of other children in the household
- Decide on the safety of other children in the care or custody of the alleged abuser

To the extent possible, an investigation shall be completed within 10 days after receipt of the first notice of the suspected abuse or neglect by the local department or law enforcement agencies. An investigation that is not completed within 30 days shall be completed within 60 days of receipt of the first notice of the suspected abuse or neglect.

Reports may be classified as follows:

- "Indicated" means a finding that there is credible evidence, which has not been satisfactorily refuted, that abuse, neglect, or sexual abuse did occur.
- "Unsubstantiated" means a finding that there is an insufficient amount of evidence to support a finding of indicated or ruled out.

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**Massachusetts****Reporting Procedures****Individual Responsibility****Citation: Ann. Laws Ch. 119, § 51A**

A mandated reporter who has reasonable cause to believe that a child is suffering from abuse or neglect shall immediately make an oral report to the department, to be followed by a written report within 48 hours.

**Content of Reports****Citation: Ann. Laws Ch. 119, § 51A**

The report shall contain:

- The names and addresses of the child, the child's parents, or other person responsible for the child's care
- The child's age and sex
- The nature and extent of the child's injuries, including any evidence of prior injury
- The circumstances under which the reporter became aware of the child's condition
- The name of the reporter and any action taken
- Any other information that might be helpful in establishing the cause of the child's injuries and the identity of the person or persons responsible
- Such other information as shall be required by the department

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Laws Ch. 119, § 51A**

A mandated reporter who has reasonable cause to believe that a child has died as a result of abuse shall report such death to the department, the district attorney of the county in which the death occurred, and to the medical examiner.

**Substance-Exposed Infants****Citation: Ann. Laws Ch. 119, § 51A**

A mandated reporter who has reasonable cause to believe that a child is physically dependent on an addictive drug at birth shall immediately make an oral report to the department, to be followed by a written report within 48 hours.

**Screening Reports****Citation: Ann. Laws Ch. 119, §§ 51B; 51B; Code of Regs. Tit. 110, §§ 4.21; 4.25; 4.27; 4.31; 4.32**

Upon receipt of a report, the department shall immediately screen the report to identify children at risk of abuse or neglect from a caretaker, and to distinguish the need for an emergency or nonemergency response. An investigation and evaluation shall commence within 2 hours of initial contact and be completed within 24 hours if the department has reasonable cause to believe the child's health or safety is in immediate danger from further abuse and neglect. An investigation and evaluation shall commence within 2 working days of initial contact and be completed within 10 calendar days for all other reports.

At the time of the first contact with parents or caretakers, the investigator shall deliver to that individual a statement of rights that shall include written notice that a report has been made, the nature and possible effects of the investigation, and the fact that information given could and might be used in subsequent court hearings. Such notice shall be in a form prescribed by the department.

If the department determines during the initial screening that the report is frivolous or that abuse or neglect has not taken place, then said report shall be declared as "allegation invalid."

After completion of its investigation, the department shall make a determination as to whether the allegations in the report received are "supported" or "unsupported." To "support" a report means that the department has reasonable cause to believe that an incident (reported or discovered during the investigation) of abuse or neglect by a caretaker did occur.

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**Michigan****Reporting Procedures****Individual Responsibility****Citation: Comp. Laws § 722.623(1)**

A mandated reporter who has reasonable cause to suspect child abuse or neglect shall immediately make an oral report to the department, to be followed by a written report within 72 hours.

**Content of Reports****Citation: Comp. Laws § 722.623(2)**

The written report shall contain:

- The name, age of the child, and a description of the abuse or neglect
- If possible, the names and addresses of the child's parents, guardian, or persons with whom the child resides
- Other information available to the reporter that might establish the cause of the abuse

**Special Reporting Procedures****Suspicious Deaths****Citation: Comp. Laws § 722.628b**

If a central registry case involves a child's death, the department shall refer the case to the prosecuting attorney for the county in which the child is located.

**Substance-Exposed Infants****Citation: Comp. Laws § 722.623a**

A mandated reporter who knows, or from the child's symptoms has reasonable cause to suspect, that a newborn infant has any amount of alcohol or a controlled substance in his or her body, shall report to the department in the same manner as other reports.

**Screening Reports****Citation: Comp. Laws § 722.623; 722.628; 722.628d**

Within 24 hours after receiving a report, the department shall refer the report to the prosecuting attorney if the report indicates that the suspected abuse or neglect was a criminal act or was committed by an individual who is not a person responsible for the child's health or welfare.

Within 24 hours after receiving a report, the local law enforcement agency shall refer the report to the department if the report alleges abuse or neglect by a person responsible for the child, or shall commence its own investigation.

At the time that an investigator contacts an individual about whom a report has been made, the investigator shall advise that individual of the investigator's name, whom the investigator represents, and the specific complaints or allegations made against the individual.

In conducting its investigation, the department shall seek the assistance of and cooperate with law enforcement officials within 24 hours after becoming aware that one or more of the following conditions exist:

- Abuse or neglect is the suspected cause of a child's death.
- The child is the victim of suspected sexual abuse or sexual exploitation.
- Abuse or neglect resulting in severe physical injury to the child requires medical treatment or hospitalization.
- Law enforcement intervention is necessary for the protection of the child, a department employee, or another person involved in the investigation.
- The alleged perpetrator of the child's injury is not a person responsible for the child's health or welfare.

Allegations of child abuse may be classified as follows:

- Category V: Services not needed. There is no evidence of child abuse or neglect
- Category IV: Community services recommended. There is not a preponderance of evidence of child abuse or neglect, but there is an indication of future risk of harm to the child.
- Category III: Community services needed. There is a preponderance of evidence of child abuse or neglect, and an indication of low or moderate risk of future harm to the child.
- Category II: Child protective services required. There is evidence of child abuse or neglect, and an indication of high or intensive risk of future harm to the child. The department shall open a protective services case, provide services, and list the perpetrator on the central registry.
- Category I: Court petition required. There is evidence of child abuse or neglect, the child is not safe, and a petition for removal is needed.

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**Minnesota****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 626.556, Subd. 3, 7**

A mandated reporter who knows or has reason to believe that a child is being abused or neglected shall immediately make an oral report to the local welfare agency, police department, or county sheriff.

The oral report shall be followed by a written report within 72 hours.

**Content of Reports****Citation: Ann. Stat. § 626.556, Subd. 7**

Any report shall be of sufficient content to identify:

- The child
- Any person believed to be responsible for the abuse or neglect, if known
- The nature and extent of the abuse or neglect
- The name and address of the reporter

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. § 626.556, Subd. 9**

When a mandated reporter knows or has reason to believe that a child has died as a result of neglect, physical abuse, or sexual abuse, the reporter shall immediately report that information to the medical examiner or coroner, instead of to the local welfare agency, police department, or county sheriff.

Medical examiners or coroners shall notify the local welfare agency or police department or county sheriff in instances in which they believe that the child has died as a result of neglect, physical abuse, or sexual abuse. The medical examiner or coroner shall complete an investigation as soon as feasible and report the findings to the police department or county sheriff and the local welfare agency.

**Substance-Exposed Infants****Citation: Ann. Stat. §§ 626.5561; 626.5562; 626.5563**

A mandated reporter shall immediately report to the local welfare agency when there is reason to believe that a pregnant woman has used a controlled substance. An oral report shall be followed by a written report in 72 hours.

A physician shall administer a toxicology test to a pregnant woman or to a woman within 8 hours after delivery to determine whether there is evidence that she has ingested a controlled substance, if the woman has obstetrical complications that are a medical indication of possible use of a controlled substance for a nonmedical purpose. If the test results are positive, the physician shall report the results. A negative test result does not eliminate the obligation to report if other evidence gives the physician reason to believe the patient has used a controlled substance for a nonmedical purpose.

A physician shall administer a toxicology test to each newborn infant born under the physician's care to determine whether there is evidence of prenatal exposure to a controlled substance, if the physician has reason to believe based on a medical assessment of the mother or the infant that the mother used a controlled substance for a nonmedical purpose during the pregnancy. If the test results are positive, the physician shall report the results as neglect. A negative test result does not eliminate the obligation to report if other medical evidence of prenatal exposure to a controlled substance is present.

If a mandated reporter knows or has reason to believe that a woman is pregnant and has knowingly abused alcohol after she knows of the pregnancy, the person may:

- Arrange for a chemical use assessment conducted according to rules adopted by the commissioner of human services, and confirm that the recommendations indicated by the assessment are followed
- Immediately report to the local welfare agency or maternal child substance abuse project



**Screening Reports****Citation: Ann. Stat. § 626.556, Subd. 10, 10e**

Upon receipt of a report, the local welfare agency shall determine whether to conduct a family assessment or an investigation. The agency shall conduct:

- An investigation on reports involving substantial child endangerment
- A family assessment for reports that do not allege substantial child abuse

If the report alleges maltreatment by a parent or other family member, the agency shall immediately conduct the assessment or investigation. If the report alleges a violation of a criminal statute involving sexual abuse, physical abuse, neglect, or endangerment, a law enforcement agency and welfare agency shall coordinate the planning and execution of their respective investigation and assessment efforts to avoid a duplication of fact-finding efforts and multiple interviews.

If the information collected early in an assessment shows no basis for a full assessment or investigation, the local welfare agency or the agency responsible for assessing or investigating the report may make a determination of no maltreatment, and close the case.

Upon receipt of a report, the local welfare agency shall conduct a face-to-face contact with the child reported to be maltreated and with the child's primary caregiver sufficient to complete a safety assessment and ensure the immediate safety of the child. The face-to-face contact with the child and primary caregiver shall occur immediately if substantial child endangerment is alleged and within 5 calendar days for all other reports.

The local welfare agency shall conclude the family assessment or the investigation within 45 days of the receipt of a report. After conducting a family assessment, the local welfare agency shall:

- Determine whether services are needed to address the safety of the child and other family members and the risk of subsequent maltreatment
- Make two determinations: first, whether maltreatment has occurred; and second, whether child protective services are needed

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**Mississippi****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 43-21-353**

A mandated reporter who has reasonable cause to suspect that a child is abused or neglected shall immediately make an oral report to the department, to be followed as soon as possible by a written report.

**Content of Reports****Citation: Ann. Code § 43-21-353**

Any report to the department shall contain:

- The names and addresses of the child, the child's parents, or other persons responsible for the child's care
- The child's age
- The nature and extent of injuries, including any evidence of prior injuries
- Any other information that might be helpful in establishing the cause of the injury and the identity of the perpetrator

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code § 43-21-353; Code of Rules, 11-111-001, Sec. B**

The CPS intake unit of the department receives and evaluates reports of suspected child abuse, neglect, and exploitation. Any report received for investigation by the department should be thoroughly screened to determine if the following criteria are met:

- The individual being reported as abused or neglected must be younger than age 18 years.
- The individual must fall under the statutory jurisdiction of the Youth Court.
- The allegations must be subject to investigation in accordance with statutory definitions of abused/neglected child and department policies and procedures.
- An element of risk or endangerment must be present or indicated.

All investigations of abuse that should be considered a felony crime under State or Federal law shall be initiated immediately. Investigation of all other reports must be initiated within 24 hours of receipt of report. The level of risk to the child is determined from the evidence gathered during the investigation, an analysis of its reliability and importance, and an evaluation of how the various risk factors interrelate. The interaction between the child, family, and environment requires careful analysis in order to assess accurately risk of harm to the child.

Case dispositions are:

- Evidence of Abuse/Neglect: An investigation concludes that there is evidence that a child has been abused and/or neglected. In all cases where there is evidence of abuse/neglect, a service case shall be opened to provide services and to lower risk.
- No Evidence: An investigation determines that the allegations cannot be supported, there is no concrete evidence (physical, medical, psychological, or other), or there is insufficient information available to conclude the abuse or neglect of a child did occur.

All cases with a high level of risk should remain open. Cases are opened to provide prevention services, protection services, or placement services.

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**Missouri****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 210.115**

When a mandated reporter has reasonable cause to suspect that a child has been or may be subjected to abuse or neglect, that person shall immediately cause an oral report to be made to the division of family services.

**Content of Reports****Citation: Ann. Stat. § 210.130**

Reports shall contain the following information:

- The names and addresses of the child, the child's parents, or other persons responsible for the child's care
- The child's age, sex, and race
- The nature and extent of the child's injuries, abuse, or neglect, including any evidence of previous injuries, abuse, or neglect to the child or the child's siblings
- The name, age, and address of the person responsible for the child's injuries, if known
- Family composition
- The source of the report
- The name, address, occupation, and contact information of the reporter
- Actions taken by the reporter
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. § 210.115**

Any mandated reporter who has probable cause to suspect that a child has died as a result of abuse or neglect shall report that fact to the medical examiner or coroner.

**Substance-Exposed Infants****Citation: Ann. Stat. § 191.737**

Any physician or health care provider may refer to the Department of Health families in which children may have been exposed to a controlled substance or alcohol, as evidenced by:

- Medical documentation of signs and symptoms consistent with exposure at birth
- Results of a confirmed toxicology test performed on the mother or the child at the child's birth
- A written assessment made by a physician that documents the child as being at risk of abuse or neglect

**Screening Reports****Citation: Ann. Stat. § 210.145; Code of Regs. Tit. 13, § 35-20.010**

The division shall utilize structured decision-making protocols for classification purposes of all child abuse and neglect reports. The protocols developed by the division shall give priority to ensuring the well-being and safety of the child. All child abuse and neglect reports shall be initiated within 24 hours and shall be classified based upon the reported risk and injury to the child.

The local office shall contact the appropriate law enforcement agency immediately upon receipt of a report that division personnel determine merits an investigation and provide such agency with a detailed description of the report received. In such cases the local division office shall request the assistance of the local law enforcement agency in all aspects of the investigation.

All reports received by the Hotline shall be screened within 24 hours of receipt and shall be classified based upon the reported safety risk and injury to the child. In all cases, the division must have face-to-face contact with all children in the alleged victim's household within 72 hours.

If the call is screened in, it will be accepted as a CA/N report and sent to the county office. If the call is screened out, the call will be documented and entered into the database, but no further action will be taken, unless the division decides to refer it for appropriate community service. After response assignment, the report is sent to the local division office for review. The local division office has the option to change the response assignment, given additional information or prior history with the family. Each investigation will be classified as a 3-hour, 24-hour, or 72-hour call, based upon information received by the hotline.

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**Montana****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 41-3-201**

When a mandated reporter knows or has reasonable cause to suspect that a child is abused or neglected, he or she shall promptly make a report to the department.

**Content of Reports****Citation: Ann. Code § 41-3-201**

The report must contain:

- The names and addresses of the child, the child's parents, or other persons responsible for the child's care
- To the extent known, the nature and extent of the child's injuries, including any evidence of prior injuries
- Any other information that might be helpful in establishing the cause of the injuries or showing the willful neglect and the identity of the person or persons responsible for the injury or neglect
- The facts that led the reporter to believe that the child suffered injury or willful neglect

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 41-3-206**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that suspicion to the appropriate medical examiner or law enforcement officer.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code § 41-3-202**

Upon receipt of a report that a child is or has been abused or neglected, the department shall promptly assess the information contained in the report and make a determination regarding the level of response required and the timeframe within which action must be initiated. If the department determines that an investigation is required, a social worker, the county attorney, or a peace officer shall promptly conduct a thorough investigation into the circumstances surrounding the allegations of abuse or neglect of the child.

An initial investigation of alleged abuse or neglect may be conducted when an anonymous report is received. However, the investigation must within 48 hours result in the development of independent, corroborative, and attributable information in order for the investigation to continue. Without the development of independent, corroborative, and attributable information, a child may not be removed from the home.

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**Nebraska****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 28-711**

When a mandated reporter has reasonable cause to believe that a child has been subjected to abuse or neglect, he or she shall report to the proper law enforcement agency or the department on the toll-free number.

The report may be made orally by telephone with the caller giving his or her name and address, and shall be followed by a written report.

**Content of Reports****Citation: Rev. Stat. § 28-711**

The report shall contain:

- The address and age of the child
- The address of the person having custody of the child
- The nature and extent of the abuse or neglect or the conditions or circumstances that would reasonably result in abuse or neglect
- Any evidence of previous abuse or neglect
- Any other information that in the opinion of the reporter may be helpful in establishing the cause of the child abuse or neglect and the identity of the perpetrator or perpetrators

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Rev. Stat. §§ 28-711; 28-713; HHS Man. §§ 3-006.02; 4-002.01**

The department shall establish a statewide toll-free number to be used by any person any hour of the day or night, any day of the week, to make reports of child abuse or neglect. Allegations that meet the definition of child abuse and neglect will be assigned for assessment. When law enforcement has investigated a report and has reported its findings to the department, the department will enter the findings in the central registry. The department will not begin another assessment unless the law enforcement investigation indicates the child is at continued risk or the information on the family is incomplete.

The department shall, by the next working day after receiving a report, make a written report or a summary on forms provided by the department to the proper law enforcement agency and enter the report in the tracking system of child protection cases. All cases entered into the central register shall be classified as one of the following:

- Court substantiated, if a court of competent jurisdiction has entered a judgment of guilty against the subject of the report of child abuse or neglect upon a criminal complaint, indictment, or information or there has been an adjudication of jurisdiction of a juvenile court over the child that relates to the report of child abuse or neglect
- Court pending, if a criminal complaint, indictment, or information or a juvenile petition that relates to the subject of the report of abuse or neglect has been filed and is pending in a court of competent jurisdiction
- Inconclusive, if the evidence indicates, by a preponderance of the evidence, that child abuse or neglect probably did not occur

Cases classified as follows will not be entered into the registry:

- Unable to locate, when the subjects of the report cannot be found
- Unfounded: All cases that cannot be otherwise classified

**Nevada****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. §§ 432B.220(1)-(2); 432B.230**

A mandated reporter who has reasonable cause to believe that a child has been abused or neglected shall report as soon as practicable, but not later than 24 hours after a person knows, to an agency that provides child welfare services or a law enforcement agency.

If the abuse involves an act by a person working in a facility that provides care for a child outside of his home, the report shall be made to a law enforcement agency.

If the abuse involves an act of an agency, the report must be made to an agency other than the one alleged to have committed the act.

A person may report by telephone or by any other means of oral, written, or electronic communication that a reasonable person would believe is a reliable and swift means of communicating information to the person who receives the report.

**Content of Reports****Citation: Rev. Stat. § 432B.230**

The report must contain the following information, if obtainable:

- The name, address, age, and sex of the child
- The name and address of the child's parents or other person responsible for the child's care
- The nature and extent of the abuse or neglect of the child, the effect of prenatal illegal substance abuse on the newborn infant, or the nature of the withdrawal symptoms resulting from prenatal drug exposure
- Any evidence of previously known or suspected abuse or neglect of the child or the child's siblings, effects of prenatal illegal substance abuse, or evidence of withdrawal symptoms resulting from prenatal drug exposure of the newborn infant
- The name, address, and relationship, if known, of the person who is alleged to have abused or neglected the child
- Any other information known to the person making the report that the agency that provides child welfare services considers necessary

**Special Reporting Procedures****Suspicious Deaths****Citation: Rev. Stat. § 432B.220(6)**

A mandated reporter who has reasonable cause to believe that a child has died as a result of abuse shall, as soon as reasonably practicable, report the belief to the appropriate medical examiner or coroner.

**Substance-Exposed Infants****Citation: Rev. Stat. § 432B.220(3)**

Any mandated reporter who delivers or provides medical services to a newborn infant and knows or has reasonable cause to believe that the newborn infant has been affected by prenatal substance abuse or has withdrawal symptoms resulting from prenatal drug exposure shall, as soon as reasonably practicable but not later than 24 hours after the person knows, notify an agency that provides child welfare services of the condition of the infant and refer each person who is responsible for the welfare of the infant for appropriate counseling, training, or other services.

**Screening Reports****Citation: Rev. Stat. § 432B.260**

Upon the receipt of a report concerning the possible abuse or neglect of a child, a child welfare agency or a law enforcement agency shall promptly notify the appropriate licensing authority, if any. A law enforcement agency shall promptly notify a child welfare agency of any report it receives. Upon receipt of a report concerning the possible abuse or neglect of a child, a child welfare agency or a law enforcement agency shall immediately initiate an investigation if the report indicates that:

- The child is 5 years of age or younger
- There is a high risk of serious harm to the child
- The child is living in a household in which another child has died, or the child is seriously injured or has visible signs of physical abuse

In other cases, a child welfare agency shall conduct an evaluation not later than 3 days after the report or notification was received to determine whether an investigation is warranted. For the purposes of this subsection, an investigation is not warranted if:

- The child is not in imminent danger of harm
- The child is not vulnerable as the result of any untreated injury, illness, or other physical, mental or emotional condition that threatens his immediate health or safety
- The alleged abuse or neglect could be eliminated if the child and his family receive or participate in social or health services offered in the community, or both
- The agency determines that the alleged abuse or neglect was the result of the reasonable exercise of discipline by a parent or guardian

If the agency determines that an investigation is warranted, the agency shall initiate the investigation not later than 3 days after the evaluation is completed.

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**New Hampshire****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 169-C:30**

An oral report shall be made immediately to the department by telephone or otherwise and followed within 48 hours by a written report, if so requested.

**Content of Reports****Citation: Rev. Stat. § 169-C:30**

The report shall contain, if known:

- The name and address of the child and the person responsible for the child's welfare
- The nature and extent of the child's injuries, including any evidence of prior injury
- The identity of the person suspected of being responsible for the abuse or neglect
- Any other information that might be helpful in establishing the neglect or abuse or that may be required by the department

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation:** Rev. Stat. §§ 169-C:34; 169-C:38; 169-C:38-a

If it appears that a child is in imminent danger, the department shall commence an investigation immediately. In all other cases, a child protective investigation shall be commenced within 72 hours.

The department shall immediately refer all cases in which a child has been sexually molested or intentionally injured to the local law enforcement agency. The department shall also make a written report to the law enforcement agency within 48 hours. A copy of this report shall be sent to the office of the county attorney.

For each report it receives, the department shall promptly perform a child protective investigation to determine:

- The composition of the family or household
- Whether there is probable cause to believe that any child in the family or household is abused or neglected, including a determination of harm or threatened harm to each child
- The immediate and long-term risk to each child if the child remains in the existing home environment

The department of health and human services and the department of justice shall jointly develop a standardized protocol for the interviewing of victims and the investigation and assessment of cases of child abuse and neglect. The protocol shall seek to minimize the impact on the victim. The protocol shall also be designed to protect the rights of all parties affected, and specifically address the need to establish safe and appropriate places for interviewing children.

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**New Jersey****Reporting Procedures****Individual Responsibility**

**Citation:** Ann. Stat. § 9:6-8.10

Any person who has reasonable cause to believe that a child has been subjected to abuse or neglect shall report the same to the Division of Youth and Family Services by telephone or otherwise.

**Content of Reports**

**Citation:** Ann. Stat. § 9:6-8.10

The report, where possible, shall contain:

- The names and addresses of the child and the child's parent, guardian, or other person having custody
- If known, the child's age
- The nature and possible extent of injuries, including any evidence of prior injury
- Any other information that might be helpful with respect to the child abuse and the identity of the perpetrator

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.



**Screening Reports****Citation: Ann. Stat. § 9:6-8.11; Admin. Code Tit. 10, §§ 129-2.3; 129-2.6; 129-2.7; 129-5.3**

Upon receipt of a report, the division shall immediately take any action necessary to insure the safety of the child, and initiate an investigation within 24 hours. The division shall also, within 72 hours, forward a report of the matter to the child abuse registry.

The central registry shall deem a call to be a report if it contains at least one allegation that, if true, would constitute abuse or neglect, as defined by law. CPS shall investigate each new report, regardless of whether or not the alleged child victim and his or her family are known to the department. CPS shall investigate each report alleging abuse or neglect on a military installation, to the extent permitted by the base commander.

CPS shall start the investigation of a report within either 2 hours or 24 hours of the central registry determining the timeframe. Each report that meets one or more of the following criteria shall be investigated within 2 hours of receipt:

- Law enforcement personnel request an immediate response.
- An immediate response will prevent the loss of evidence.
- A child has died due to abuse or neglect and a sibling remains under the care of a parent or guardian.
- A child is a boarder baby left in a hospital or born drug-exposed.
- A child under age 6 is alone at the time of the report.
- A child requires medical attention at the time of the report.
- A child is being seriously physically abused at the time of the report.

CPS shall assess the safety of an alleged child victim, using a department-designated assessment tool, during the initial investigation, and shall complete a risk assessment during the initial investigation and after the completion of a safety assessment.

CPS shall evaluate the available information and, for each allegation, determine whether abuse or neglect has occurred, and shall make a finding of either substantiated or unfounded. CPS shall make every reasonable effort to identify the perpetrator for each allegation of abuse or neglect.

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**New Mexico****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 32A-4-3(A)**

A mandated reporter who has reasonable suspicion that a child is abused or neglected shall report the matter immediately to:

- A local law enforcement agency
- The department
- The tribal law enforcement or social services agency for an Indian child

**Content of Reports****Citation: Ann. Stat. § 32A-4-3(B)**

The written report shall contain:

- The names and addresses of the child and the child's parents, guardian, or custodian
- The child's age
- The nature and extent of the child's injuries, including any evidence of prior injury
- Any other information that the reporter believes might be helpful in establishing the cause of the injuries and the identity of the person responsible for the injuries

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation:** Ann. Stat. §§ 32A-4-3; 32A-4-4; Admin. Code §§ 10.2.14; 10.3.10; 10.3.11; 10.3.12; 10.3.17

A law enforcement agency receiving the report shall immediately transmit the facts of the report by telephone to the department and a written report within 48 hours. The department shall immediately transmit the facts of the report by telephone to a local law enforcement agency and a written report within 48 hours.

The recipient of a report shall take immediate steps to ensure prompt investigation of the report, and take steps to protect the health or welfare of the alleged child victim, as well as any other child under the same care who may be in danger of abuse or neglect. Reports alleging neglect or abuse shall be referred to the department.

The department will refer all screened out reports to other agencies as resources exist or as required by law. When the alleged perpetrator is not a caretaker or household member, the allegation will be forwarded within 48 hours for investigation to law enforcement. When the report received involves an Indian child on the reservation or pueblo, the department will immediately transmit the information to tribal law enforcement or tribal social services.

Emergency and priority one reports are assigned for investigation immediately upon receipt of the report. Reports received under safe haven and on children in foster care or preadoptive homes are emergency reports. Priority two reports are assigned for investigation no later than 24 hours from receipt of the report.

Investigations are conducted within the following timeframes:

- Emergency reports are initiated within 3 hours of receipt.
- Priority one reports are initiated within 24 hours of receipt.
- Priority two reports are initiated within 5 calendar days of receipt.

The department shall, at the initial time of contact with the subjects of the investigation, advise them of the allegations made and their basic rights. The investigation shall be completed within a reasonable period of time from the date the report was made. The investigation decision includes a determination of substantiated or unsubstantiated on each of the allegations in the report.

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**New York****Reporting Procedures****Individual Responsibility**

**Citation:** Soc. Serv. Law §§ 413(1); 415

Mandated reporters shall immediately make an oral or electronic report to the statewide central register when they have reasonable cause to suspect that a child has been abused or neglected by a person responsible for that child's care. Oral reports shall be followed by written reports within 48 hours.

**Content of Reports****Citation: Soc. Serv. Law § 415**

Written reports shall be made in a manner prescribed and on forms supplied by the commissioner of the office of children and family services and shall include the following information:

- The names and addresses of the child, the child's parents, or other person responsible for the child's care
- The child's age, sex, and race
- The nature and extent of any injury, abuse, or maltreatment, including any evidence of prior injuries, abuse, or maltreatment to the child or the child's siblings
- The name of the person or persons alleged to be responsible for causing the injury, abuse, or maltreatment, if known
- Family composition
- The source of the report
- The name and contact information of the person making the report
- Actions taken by the reporting source
- Any other information that may be helpful or required by regulation

**Special Reporting Procedures****Suspicious Deaths****Citation: Soc. Serv. Law § 418**

Any mandated reporter, including employees of the local child protective service agency or an official of the agency responsible for investigation of a report, who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that fact to the appropriate medical examiner or coroner.

The medical examiner or coroner shall accept the report for investigation and shall report his or her finding to the police, the appropriate district attorney, the local child protective service, the office of children and family services, and, if the institution making the report is a hospital, the hospital. The office of children and family services shall promptly provide a copy of such a report to the statewide central register of child abuse and maltreatment.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Soc. Serv. Law § 424**

Each child protective service shall:

- Receive on a 24-hour, 7-day a week basis all reports of suspected child abuse or maltreatment
- Transmit a copy of each written report to the State central register
- Not later than 7 days after receipt of the initial report, send a preliminary written report of the initial investigation, including evaluation and actions taken or contemplated, to the central register
- Upon receipt of a report, commence, within 24 hours, an appropriate investigation that shall include:
  - » An evaluation of the environment of the child named in the report and any other children in the same home
  - » A determination of the risk to such children if they continue to remain in the existing home environment
  - » A determination of the nature, extent, and cause of any condition enumerated in the report
  - » The name, age, and condition of other children in the home
  - » After seeing to the safety of the child or children, notify the subjects of the report and other persons named in the report in writing of the existence of the report and their respective rights
- Determine, within 60 days, whether the report is "indicated" or "unfounded"
- Take a child into protective custody to protect him or her from further abuse or maltreatment when appropriate and in accordance with the provisions of the family court act

**North Carolina****Reporting Procedures****Individual Responsibility****Citation: Gen. Stat. § 7B-301**

A mandated reporter who has cause to believe that a child is abused, neglected, or dependent shall report the case to the department. The report may be made orally by telephone or in writing.

**Content of Reports****Citation: Gen. Stat. § 7B-301**

The report shall contain information as is known to the reporter, including:

- The name and address of the child and the child's parent, guardian, or caretaker
- The age of the child
- The names and ages of other children in the home
- The present whereabouts of the child, if not at home
- The nature and extent of any injury or condition resulting from abuse or neglect
- Any other information that might be helpful in establishing the need for protective services or court intervention

**Special Reporting Procedures****Suspicious Deaths****Citation: Gen. Stat. §§ 7B-301; 7B-302**

A mandated reporter who has cause to believe that a child has died as a result of maltreatment shall report the case to the department.

The department shall immediately ascertain if other children are in the home and in need of protective services or immediate removal from the home.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Gen. Stat. §§ 7B-301; 7B-302; 7B-307; Admin. Code Tit. 10A, § 70A.0106**

Upon receipt of any report of sexual abuse of the child in a childcare facility, the director shall notify the State Bureau of Investigation within 24 hours or on the next workday.

When a report is received, the department shall promptly assess the extent of the abuse or neglect, and the risk of harm to the child, in order to determine whether protective services should be provided or a complaint filed. When the report alleges abuse, the assessment must begin within 24 hours. When the report alleges neglect or dependency, the assessment must begin within 72 hours. When the report alleges abandonment, the department must immediately begin an assessment, take appropriate steps to assume temporary custody of the child, and take appropriate steps to secure an order for nonsecure custody of the child.

When a report is received, the county director shall check the county agency's records and the State central registry to ascertain if any previous reports have been made concerning the alleged victim child or children.

The county director shall implement a structured decision-making process that includes assessments of the immediate safety and future risk of harm to the child or children, and the family's strengths and needs. In addition, there shall be documentation of an assessment of all of the information obtained during the investigation, any safety response plan, and the case decision.

**North Dakota****Reporting Procedures****Individual Responsibility**

Citation: Cent. Code § 50-25.1-04

All mandated reporters shall immediately report cases of known or suspected abuse or neglect to the department. Oral reports must be followed by written reports within 48 hours if requested by the department.

**Content of Reports**

**Citation: Cent. Code § 50-25.1-04**

A requested written report must include information specifically sought by the department if the reporter possesses or has reasonable access to the information.

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation: Cent. Code § 50-25.1-05; Admin. Code §§ 75-03-19-03 thru 75-03-19-06**

The department immediately shall initiate an assessment of any report of child abuse or neglect received. If the report alleges a violation of a criminal statute involving sexual or physical abuse, the department and an appropriate law enforcement agency shall coordinate the planning and execution of their investigation efforts to avoid a duplication of factfinding efforts and multiple interviews. The department or the law enforcement agency may refer the case to a children's advocacy center.

All nonemergency child abuse or neglect assessments must be initiated no later than 72 hours after receipt of a report by the assessing agency unless the department prescribes a different time in a particular case. In cases involving a serious threat or danger to the life or health of a child, the assessment and any appropriate protective measures must commence immediately upon receipt of the report. An assessment is initiated by a search of records for information relating to the report, contact with a subject of the report, or with a collateral contact.

**Northern Mariana Islands****Reporting Procedures****Individual Responsibility**

**Citation: Commonwealth Code Tit. 6, § 5313(a)**

Any mandated reporter who knows or has reasonable cause to suspect a child is abused or neglected shall report promptly to the department of public safety. This notification shall be made within 24 hours.

**Content of Reports**

**Citation: Commonwealth Code Tit. 6, § 5313(a)**

The report shall contain a statement of the time, date, circumstances, and information that gave rise to the reporter's belief that abuse or neglect occurred or will occur.

**Special Reporting Procedures****Suspicious Deaths****Citation: Commonwealth Code Tit. 6, § 5313(c)**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse shall report that fact to the medical examiner.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Commonwealth Code Tit. 6, § 5313(c); 5322**

The department of public safety shall promptly, within 24 hours, notify the office of the Attorney General and division of youth services of all reported cases.

If a child is taken into custody, the division shall immediately commence a child protective investigation to determine if it is necessary to make the child a ward of the court. The division shall make a recommendation to the Attorney General's office within 24 hours of the initiation of protective custody regarding whether it is necessary to make the child a ward of the court.

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**Ohio****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 2151.421**

A mandated reporter who knows or suspects that a child has suffered or faces a threat of suffering abuse or neglect shall immediately make a report to the county public children services agency or a peace officer in the county in which the child resides or the abuse or neglect occurred.

The report shall be made either by telephone or in person and shall be followed by a written report, if requested by the receiving agency or officer.

**Content of Reports****Citation: Rev. Stat. § 2151.421**

The written report shall contain:

- The names and addresses of the child, the child's parents, or persons having custody
- The child's age
- The nature and extent of any injuries, including any evidence of prior injury
- Any other information that might be helpful in establishing the cause of the injury, abuse, or neglect

**Special Reporting Procedures****Suspicious Deaths****Citation: Rev. Stat. § 2151.421(H)(4)**

After a report has been made, and if for any reason the child dies before reaching 18 years of age, the public children services agency or peace officer to which the report was made shall, upon request, submit a summary of the report to the child fatality review board.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Rev. Stat. § 2151.421; Admin. Code § 5101:2-34-32**

The public children services agency (PCSA) shall investigate, within 24 hours, each report of child abuse or child neglect or threat of abuse or neglect that is known or reasonably suspected or believed to have occurred. The investigation shall be made in cooperation with the law enforcement agency. The PCSA shall, at the time of initial contact with the person subject to the investigation, inform the person of the specific complaints or allegations made against the person.

Upon receipt of a report, the PCSA shall determine the immediacy of need for agency response based on information from the referent, agency records for the family, and collateral sources.

The PCSA shall consider the report an emergency when there is an imminent threat to the child's safety or there is insufficient information to determine whether or not the child is safe at the time of the report. For emergency reports, the PCSA shall attempt a face-to-face contact with the alleged child victim within 1 hour of the receipt of the report. For all other reports, contact must be made within 24 hours with a principal or collateral source to ensure that the child is safe, and attempt face-to-face contact with the alleged child victim within 3 calendar days.

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**Oklahoma****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. Tit. 10, §§ 7103; 7104**

A mandated reporter who has reason to believe that a child is a victim of abuse shall report the matter promptly to the department. Such reports may be made by telephone, in writing, personally, or by any other method prescribed by the department.

A health professional attending to a victim of what appears to be criminally injurious conduct, including physical or sexual abuse, shall report the matter promptly to the nearest law enforcement agency.

**Content of Reports****Citation: Ann. Stat. Tit. 10, § 7103**

The written report shall contain:

- The names and addresses of the child, the child's parents, or persons responsible for the child
- The child's age
- The nature and extent of the abuse, including any evidence of prior injury
- Whether the child has tested positive for alcohol or a controlled dangerous substance
- Any other information that might be helpful in establishing the cause of the injuries and the identity of the person or persons responsible for the abuse if such information is known to the person making the report

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants****Citation: Ann. Stat. Tit. 10, § 7103**

Every health care professional attending the birth of a child who tests positive for alcohol or a controlled dangerous substance shall report the matter promptly to the department of human services.

**Screening Reports****Citation: Ann. Stat. Tit. 10, §§ 7106; 7108; Admin. Code Tit. 340, 75-3-6; 75-3-7.1**

A county office of the department shall promptly respond to a report by initiating an investigation or an assessment of the family in accordance with guidelines established by the department. The department may assign priorities to reports of alleged child abuse or neglect based on the severity and immediacy of the alleged harm to the child.

The primary purpose of the investigation or assessment shall be the protection of the child.

At the initial time of contact with a parent or other person who is the subject of an investigation, the child protective services worker shall advise such person of the report.

All reports are screened in order to determine whether allegations fall within the scope of CW. Because the CPS focus is on identifying and protecting children who are at risk of abuse or neglect, intervention is limited to current situations.

Priority guidelines have been established to assist staff in determining how quickly an initial response must be made to a report.

- Priority I: A Priority I report indicates that the child is in imminent danger of serious physical injury and must be responded to immediately, but no later than 24 hours after receipt of the report.
- Priority II: Priority II reports do not indicate that there is imminent danger of severe injury, but without intervention and safety measures it is likely that the child will not be safe. Priority II investigations or assessments are initiated from within 48 hours to 15 calendar days from the date that the report was accepted for investigation or assessment.
- Priority III: A Priority III is assigned when the report does not indicate imminent danger and there are no injuries alleged. Priority III investigations or assessments are initiated from within 15 calendar to no later than 30 calendar days of the date the report is accepted for investigation or assessment.

An assessment is conducted when a report of abuse or neglect does not constitute a serious and immediate threat to the child's health or safety. An investigation is conducted on a report that constitutes a serious and immediate threat to the child's health and safety.

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**Oregon****Reporting Procedures****Individual Responsibility****Citation: Rev. Stat. § 419B.015**

A person making a report shall report orally to:

- The local office of the department of human services or a designee of the department
- A law enforcement agency in the county where the person is located

**Content of Reports****Citation: Rev. Stat. § 419B.015**

The report shall contain, if known:

- The names and addresses of the child, the child's parents, or other persons responsible for the child
- The child's age
- The nature and extent of the abuse or neglect, including any evidence of previous abuse or neglect
- The explanation given for the abuse or neglect
- Any other information that might be helpful in establishing the cause of the abuse or neglect and the identity of the perpetrator



**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports**

**Citation: Rev. Stat. §§ 419B.015; 419B.017; 419B.020; DHS Pol. Man. §§ 413-015-0205; 413-015-1000**

The department shall adopt rules establishing the time within which the notification required above must be made. At a minimum, these rules shall:

- Establish which reports of child abuse require notification within 24 hours after receipt
- Provide that all other reports require notification within 10 days after receipt
- Establish criteria that enable the department or law enforcement agency to quickly and easily identify reports that require notification within 24 hours

On the same day a report is received by the department, screeners must use the guided assessment screening template to collect critical information in order to effectively evaluate the presence of safety threats.

A CPS assessment is required if the screener determines that the information received constitutes a report of child abuse with a familial protection issue. If an assessment is required, the screener must determine the response timeframe:

- Immediate response: Within 24 hours if there is an immediate safety threat
- Response required: Within 5 days if the safety threat is not immediate

Following the completion of the CPS assessment, the worker must determine whether there is reasonable cause to believe that child abuse occurred. The possible determinations are:

- "Founded," when there is reasonable cause to believe that abuse occurred
- "Unfounded," when no evidence of child abuse was identified or disclosed
- "Unable to determine," when there was insufficient data to conclude whether there was reasonable cause to believe that abuse occurred

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**Pennsylvania****Reporting Procedures****Individual Responsibility**

**Citation: Cons. Stat. Tit. 23 §§ 6311; 6313**

A mandated reporter who has reasonable cause to believe that a child is an abused or neglected child shall make a report to the department.

An oral report shall be made immediately, to be followed by a written report within 48 hours.

Written reports shall be made to the appropriate county agency in a manner and on forms the department prescribes by regulation.

**Content of Reports****Citation: Cons. Stat. Tit. 23 § 6313**

The written reports shall include the following information if available:

- The names and addresses of the child, the child's parents, or other persons responsible for the care of the child, if known
- Where the suspected abuse occurred
- The age and sex of subjects of the report
- The nature and extent of the suspected abuse or neglect, including any evidence of prior abuse or neglect to the child or siblings
- The name and relationship of the person responsible for causing the suspected abuse or neglect, if known, and any evidence of prior abuse or neglect by that person
- Family composition
- The source of the report
- The name and contact information of the person making the report
- Any actions taken by the source
- Any other information that the department may require

**Special Reporting Procedures****Suspicious Deaths****Citation: Cons. Stat. Tit. 23 § 6317**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that suspicion to the appropriate coroner. The coroner shall accept the report for investigation and shall report his finding to the police, the district attorney, the appropriate county agency and, if the report is made by a hospital, the hospital.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Cons. Stat. Tit. 23 §§ 6334; 6368**

If the complaint received does not suggest suspected child abuse, but does suggest a need for social services or other services or investigation, the department shall transmit the information to the county agency or other public agency for appropriate action. The information shall not be considered a child abuse report unless the agency to which the information was referred has reasonable cause to suspect after investigation that abuse occurred. If the agency has reasonable cause to suspect that abuse occurred, the agency shall notify the department, and the initial complaint shall be considered to have been a child abuse report.

Upon receipt of each report of suspected child abuse, the county agency shall immediately commence an appropriate investigation and see the child immediately if emergency protective custody is required or if it cannot be determined from the report whether emergency protective custody is needed. Otherwise, the county agency shall commence an appropriate investigation and see the child within 24 hours of receipt of the report.

The investigation shall include a determination of the risk of harm to the child or children if they to remain in the existing home environment, as well as a determination of the nature, extent, and cause of any condition enumerated in the report and any action necessary to provide for the safety of the child or children.

The investigation by the county agency to determine whether the report is "founded," "indicated," or "unfounded," and whether to accept the family for service, shall be completed within 60 days in all cases.

**Puerto Rico****Reporting Procedures****Individual Responsibility****Citation:** Ann. Laws Tit. 8, §§ 441a; 441b; 442a

Any person who has knowledge of or suspects that a child may be a victim abuse or neglect must report to the hotline for cases, the department, or the police.

Every processor of film or photographs who has knowledge of or observes any motion picture, photograph, videotape, negatives, or slides that depict a minor involved in a sexual activity must make a report.

Mandated reporters must complete a form furnished by the department within 48 hours after the oral report. The written report shall be sent to the central register.

**Content of Reports****Citation:** Ann. Laws Tit. 8, §§ 442f; 441a

Reports shall contain, but not be limited to, all information in the written report confirming the abuse.

Every motion picture, photograph, videotape, negative, or slide that shows a minor involved in a sexual activity shall be delivered to the closest police station.

**Special Reporting Procedures****Suspicious Deaths****Citation:** Ann. Laws Tit. 8, § 441c

Mandated reporters who have knowledge of or suspect that a minor has died as a result of abuse or neglect shall report that fact to the police and the panel for the review of deaths of minors.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation:** Ann. Laws Tit. 8, § 442n

The department shall investigate or promote the investigation of referrals of abuse, institutional abuse, abuse through neglect, or abuse through institutional neglect on any day of the week at any hour of the day or night, or within the term and in the manner the urgency of the case deserves. The department shall use the procedures, services, and means that will guarantee that the intervention shall be prompt and most effectively conducted to the extent possible. The department shall also investigate or order the investigation of those cases of medical negligence, whose findings shall be sent to the Department of Justice for the corresponding action.

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**Rhode Island****Reporting Procedures****Individual Responsibility****Citation:** Gen. Laws §§ 40-11-3; 40-11-6

Any person who has reasonable cause to know or suspect that a child has been abused, neglected, or sexually abused by a child shall report the information within 24 hours to the department.

A physician who suspects that a child is abused or determines that a child is suffering from any sexually transmitted disease shall report to the department.

**Content of Reports****Citation: Gen. Laws § 40-11-6**

A written report shall follow the oral report. The written report will explain the extent and nature of the abuse or neglect the child is alleged to have suffered.

**Special Reporting Procedures****Suspicious Deaths****Citation: Gen. Laws § 40-11-3.1**

Any mandated reporter who has reasonable cause to know or suspect that a child has died as a result of child abuse or neglect shall immediately report that information to the department, which shall cause the report to be investigated immediately. Upon receipt of the report, the department shall immediately refer the information to the local law enforcement agency or the State police as well as to the office of the medical examiner.

The office of the medical examiner shall investigate the report and communicate its preliminary findings, orally within 72 hours, and in writing within 7 working days, to the appropriate law enforcement agency, to the department, and if the person who made the report is an employee or a member of the staff of a hospital, to the hospital.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Gen. Laws § 40-11-7; Admin. Rules 500.0010; 500.0015; 500.0070; 500.0085**

The Department of Children, Youth and Families has established criteria for accepting or rejecting a child abuse/neglect (CA/N) report for investigation. The circumstances reported, if true, must constitute child abuse/neglect as defined by statute. There must be reasonable cause to believe that abuse/neglect circumstances exist.

Intake workers initially set the response priority for each referral of child abuse or neglect. Response priorities delineate the time limit for the intake workers to process the CPS report and for the initiation of an investigation.

Response priorities are categorized into three types:

- **Emergency Response:** The CPS report must be processed within 10 minutes after the call is completed. A child protection investigator (CPI) must respond to the report within 10 minutes of assignment.
- **Immediate Response:** The CPS report must be processed within 1 hour after the call is completed. A CPI must respond to the report within the shift in which the call was received.
- **Routine Response:** The CPS report must be processed within 1 hour after the call is completed. A CPI must respond to the report within 24 hours of assignment. Routine Response criteria are used for all other reports in which there is minimal risk of harm to the child.

Assessment of risk is the process by which a CPI determines the current safety of a child and the prospects of future harm through child abuse or neglect. This assessment process is the focal point of each investigation and is the basis of most investigative decisions. It is an ongoing process that should occur each time a new piece of evidence/information is obtained. Failure to make a thorough and up-to-date assessment could later jeopardize the safety of the child.

A notification will be made to a person who is alleged to have perpetrated abuse and/or neglect upon a child, to inform the person whether the department's CPS investigation will be "indicated" or "unfounded," and to identify the allegations that have been "indicated" or "unfounded."

**South Carolina****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 20-7-510**

A mandated reporter shall report to the department or a law enforcement agency when the reporter has reason to believe that a child's health has been adversely affected by abuse or neglect.

The report is made to a law enforcement agency when abuse is committed by someone other than a person responsible for the child's welfare.

Reports may be made orally by telephone or otherwise to the county department of social services or to a law enforcement agency in the county where the child resides or is found.

**Content of Reports****Citation: Ann. Code § 20-7-510**

Reports must include the identity of the reporter, which is kept confidential.

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 20-7-520**

A mandated reporter who has reason to believe that a child has died as a result of abuse or neglect shall report the information to the medical examiner or coroner.

The medical examiner or coroner shall accept the report for investigation and shall report his findings to the appropriate law enforcement agency, circuit solicitor's office, the county department of social services, and if the institution making a report is a hospital, to the hospital.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code § 20-7-650**

Within 24 hours of the receipt of a report or within 24 hours after the department has assumed legal custody of a child or been notified that a child has been taken into emergency protective custody, the department must begin an appropriate and thorough investigation to determine whether a report of suspected child abuse or neglect is "indicated" or "unfounded."

Indicated findings must be based upon a finding of the facts available to the department that there is a preponderance of evidence that the child is an abused or neglected child. Indicated findings must include a description of the services being provided the child and those responsible for the child's welfare and all relevant dispositional information.

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**South Dakota****Reporting Procedures****Individual Responsibility****Citation: Ann. Laws § 26-8A-8**

Reports required from mandated reporters shall be made immediately by telephone or otherwise to the State's attorney, the department, or a law enforcement agency.

**Content of Reports****Citation: Ann. Laws § 26-8A-10**

The report to the department shall include:

- The child's name, address, date, and place of birth
- The name and address of the child's parents, guardian, or custodian
- The date of the report
- Suspected or proven instances of abuse

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Laws § 26-8A-4**

A person who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that information to the medical examiner or coroner. Upon receipt of the report, the medical examiner or coroner shall cause an investigation to be made and submit written findings to the State's attorney and the department of social services.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Laws §§ 26-8A-8; 26-8A-9; Admin. Code § 67:14:30:06**

Upon receipt of a report, the department of social services or law enforcement officers shall investigate. Investigating personnel may personally interview a child out of the presence of the child's parents, guardian, or custodian without advance notice or consent. If the investigation and report indicate that child abuse or neglect has occurred, the State's attorney shall take appropriate action immediately.

The department shall provide for 24-hour receipt of reports of child abuse or neglect through agreements with law enforcement agencies, hospitals, courts, or other community-based human service agencies. The department shall provide immediate or prompt investigation of situations in which a child is alleged to be in need of protective service by reason of a report to the department by a State's attorney, or by any person who shall or may make a report under the reporting laws.

If a report received by the department implicates involvement of a foster parent or person employed by the department, the department shall request an investigation by the State's attorney. The department shall offer protective service to the family and may make referral to the court of competent jurisdiction upon confirmation of need for child protection service.

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**Tennessee****Reporting Procedures****Individual Responsibility****Citation: Ann. Code §§ 37-1-403; 37-1-605**

Any person who knows of harm to a child that reasonably appears to have been caused by abuse or neglect, or that a child has been sexually abused, shall report such knowledge to a judge, the department, the sheriff, or the chief law enforcement official.

Cases of sexually transmitted diseases in children shall be reported in writing to the department of health.

**Content of Reports****Citation: Ann. Code § 37-1-403**

To the extent known by the reporter, the report shall include:

- The name, address, and age of the child
- The name and address of the person responsible for the care of the child
- The facts requiring the report
- Any other pertinent information

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code §§ 37-1-403; 37-1-605**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse, neglect, or sexual abuse shall report such suspicion to the medical examiner. The medical examiner shall accept the report for investigation and shall report the medical examiner's findings, in writing, to the local law enforcement agency, the appropriate district attorney general, and the department.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code §§ 37-1-406; 37-1-606**

The department shall be capable of receiving and investigating reports of child abuse 24 hours a day, 7 days a week. The county office shall make a thorough investigation promptly after receiving a report of harm. The child protective services agency shall, at the initial time of contact with the subject of a child abuse and neglect investigation, advise the individual of the complaints or allegations made against him or her. If it appears that the immediate safety or well being of a child is endangered, that the family may flee or the child will be unavailable, the department shall commence an investigation immediately, regardless of the time of day or night.

In cases involving child sexual abuse, the investigation shall be conducted by a child protective investigation team. In the event an immediate investigation has been initiated, the department shall notify the child protection team as soon as possible, and the team shall proceed with the investigation. Other cases of child abuse may be investigated by the team at the discretion of each individual team.

No later than 60 days after receiving the initial report, the department or team shall determine whether the reported abuse was indicated or unfounded, and report its findings to the department's abuse registry.

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**Texas****Reporting Procedures****Individual Responsibility****Citation: Fam. Code §§ 261.101; 261.103**

Any person who has cause to believe that a child has been abused or neglected shall immediately make a report.

A professional who has cause to believe that a child has been abused or neglected shall make a report no later than 48 hours after the professional first suspects the abuse.

The report shall be made to a law enforcement agency, the department, the agency that operates the facility where the abuse occurred, or to the agency designated to be responsible for the protection of children.

**Content of Reports****Citation: Fam. Code § 261.104**

The person making a report shall identify, if known:

- The name and address of the child
- The name and address of the person responsible for the care, custody, or welfare of the child
- Any other pertinent information concerning the alleged abuse or neglect

**Special Reporting Procedures****Suspicious Deaths****Citation: Fam. Code § 261.105**

The department or designated agency shall immediately notify the law enforcement agency of any report it receives that concerns the death of a child from abuse or neglect.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Fam. Code §§ 261.105; 301; 3015; 302; Admin. Code Tit. 40, §§ 700.505; 511**

If the department determines that the abuse or neglect does not involve a person responsible for the child's care, it shall refer the report to a law enforcement agency for further investigation. The department shall make a prompt and thorough investigation of a report of child abuse or neglect allegedly committed by a person responsible for a child's care.

The department shall assign priorities and prescribe investigative procedures for investigations based on the severity and immediacy of the alleged harm to the child. The department is required to:

- Immediately respond to a report that involves circumstances in which the death of the child or substantial bodily harm to the child would result unless the department immediately intervenes
- Respond within 24 hours to a report that is assigned the highest priority
- Respond within 72 hours to a report that is assigned the second highest priority

An investigation of a report that alleges that a child has been or may be the victim of a criminal offense, that poses an immediate risk of physical or sexual abuse that could result in the death of or serious harm to the child, shall be conducted jointly by a peace officer.

The department shall establish a flexible response system to allow the department to make the most effective use of resources by investigating serious cases and by screening out less serious cases. A case is considered to be a less serious case of abuse or neglect if the circumstances of the case do not indicate an immediate risk of abuse or neglect that could result in the death of or serious harm to the child.

To establish timeframes for investigations, CPS assigns each report of child abuse or neglect to one of two priority groups. CPS must initiate an investigation within 24 hours of receiving a Priority I report, and within 10 days of receiving a Priority II report. All reports of abuse or neglect that are not assigned to Priority I are assigned to Priority II.

An allegation disposition is the finding made in the investigation about each individual allegation of abuse/neglect that was identified at intake or during the investigation:

- Reason-to-believe: Based on a preponderance of the evidence, staff conclude that abuse or neglect has occurred.
- Ruled-out: Staff determine, based on available information, that it is reasonable to conclude that the abuse or neglect has not occurred.
- Moved: Before staff could draw a conclusion, the persons involved in the allegation moved and could not be located.
- Unable-to-determine: Staff conclude that none of the dispositions specified above is appropriate.
- Administrative closure: Information received after a case was assigned for investigation reveals that continued intervention is unwarranted.



**Utah****Reporting Procedures****Individual Responsibility****Citation: Ann. Code §§ 62A-4a-403; 62A-4a-408**

When a mandated reporter has reason to believe that a child has been subjected to abuse or neglect, he or she shall immediately notify a peace officer, a law enforcement agency, or the division.

Oral reports shall be followed by written reports within 48 hours.

**Content of Reports****Citation: Ann. Code § 62A-4a-403**

The report shall include the reporter's observations of the conditions or circumstances of the child that led to the suspicion that the child was being abused or neglected.

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 62A-4a-405**

Any person who has reason to believe that a child has died as a result of abuse or neglect shall report that fact to the local law enforcement agency, the county or district attorney, and the medical examiner.

The medical examiner shall investigate and report his findings to the police, the appropriate county attorney or district attorney, the attorney general's office, the division, and if the institution making the report is a hospital, to that hospital.

**Substance-Exposed Infants****Citation: Ann. Code § 62A-4a-404**

Any person who attends the birth or cares for a child and determines that the child, at the time of birth, has fetal alcohol syndrome or fetal drug dependency shall report that determination to the division as soon as possible.

**Screening Reports****Citation: Ann. Code §§ 62A-4a-101; 62A-4a-409; Admin. Code R512-202-2**

The division shall make a thorough preremoval investigation upon receiving a report of alleged abuse or neglect, or when there is reasonable cause to suspect that a situation of abuse or neglect exists.

The division shall make a written report of its investigation that shall include a determination regarding whether the alleged abuse or neglect is supported, unsupported, or without merit.

- "Supported" means that there is a reasonable basis to conclude that abuse, neglect, or dependency occurred.
- "Unsupported" means that there is insufficient evidence to conclude that abuse, neglect, or dependency occurred.
- "Without merit" means that the alleged abuse, neglect, or dependency did not occur, or that the alleged perpetrator was not responsible for the abuse, neglect, or dependency.
- In cases in which law enforcement has or is conducting an investigation of alleged abuse or neglect, the division:
- Shall coordinate with law enforcement to ensure that there is an adequate safety plan to protect the child from further abuse or neglect
- Is not required to duplicate an aspect of the investigation that has been satisfactorily completed by law enforcement

The division shall categorize the information into an allegation category, either severe and chronic, as defined by statute, or not severe or chronic, as defined by rule.

**Vermont****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. Tit. 33, §§ 4913; 4914**

A mandated reporter who has reasonable cause to believe that a child has been abused or neglected shall report within 24 hours.

A report shall be made orally or in writing to the commissioner of social and rehabilitation services.

**Content of Reports****Citation: Ann. Stat. Tit. 33, § 4914**

The report shall contain:

- The name and address of the reporter
- The names and addresses of the child, the child's parents, or other persons responsible for the child
- The age of the child
- The nature and extent of the child's injuries, including any evidence of previous abuse and neglect of the child or the child's siblings
- Any other information that might be helpful in establishing the cause of the injuries or the reasons for the neglect

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Stat. Tit. 33, §§ 4912; 4915; Vt. Rules 13-163-002**

An investigation shall commence within 72 hours after receipt of a report. If the investigation produces evidence that the child has been abused or neglected, the commissioner may, to the extent that it is reasonable, cause assistance to be provided to the child and the child's family in accordance with a written plan of treatment. Services may be provided to the child's immediate family whether or not the child remains in the home.

"Substantiated report" means that the commissioner has determined after investigation that a report is based upon accurate and reliable information that would lead a reasonable person to believe that the child has been abused or neglected.

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**Virgin Islands****Reporting Procedures****Individual Responsibility****Citation: Ann. Code Tit. 5, §§ 2533; 2534**

When a mandated reporter has reasonable cause to suspect that a child has been subjected to abuse, sexual abuse, or neglect, he or she shall immediately make a report by telephone or otherwise to the police department or the department of social welfare.

At the request of the department, an oral report shall be followed by a written report within 48 hours.

**Content of Reports****Citation: Ann. Code Tit. 5, § 2534(b)**

To the extent possible, the reports shall include the following information:

- The names and addresses of the child, the child's parents, or other persons responsible for the child's care
- The child's age and sex
- The nature and extent of the injuries to the child or to other children in the home
- The name and address of the person responsible for the abuse or neglect
- Family composition
- The source of the report, including the name, occupation, and contact information of the person making the report
- Any action taken by the reporter
- Any other information that might be helpful

**Special Reporting Procedures****Suspicious Deaths**

This issue is not addressed in the statutes reviewed.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code Tit. 5, § 2536**

The department shall receive all reports of alleged child abuse, sexual abuse, or neglect; provide or arrange for emergency temporary care and protection of victims of alleged abuse; and within 24 hours of notification of an alleged case, commence a thorough investigation of the report.

The department shall, within 90 days of receipt of the initial report, prepare a progress report, including a determination that the report is founded or unfounded, a plan for rehabilitative or ameliorative treatment, services offered and accepted or refused, and the present status of the case. Within 7 days of termination of a case, a report indicating the final disposition shall be prepared. The U.S. Virgin Islands Police Department (V.I.P.D.) shall, on its own initiative where appropriate or at the request of the department, investigate reports of alleged child abuse, sexual abuse, or neglect, and shall convey the results of such investigation to the department and, where a petition or complaint has been filed, to the Superior Court. If the report of child abuse or neglect involves the acts or omissions of the department, the V.I.P.D. shall investigate such report and shall convey the results of such report to the Department of Law, which shall take appropriate action.

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**Virginia****Reporting Procedures****Individual Responsibility****Citation: Ann. Code §§ 63.2-1509; 63.2-1510**

A mandated reporter who has reason to suspect that a child has been abused or neglected shall report the matter immediately to the local department or the toll-free hotline.

If an employee of the department is suspected of abusing a child, the report shall be made to the court.

**Content of Reports****Citation: Ann. Code § 63.2-1509**

The report shall disclose all information that is the basis for the suspicion of abuse or neglect.

### **Special Reporting Procedures**

#### **Suspicious Deaths**

**Citation: Ann. Code § 63.2-1503(D)-(E)**

When abuse or neglect is suspected in any case involving the death of a child, the local department shall report immediately to:

- The Commonwealth attorney
- The local law enforcement agency
- The regional medical examiner

#### **Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code §§ 63.2-1504; 1505; 1506; 1516.01; Admin. Code Tit. 22, § 40-705-10**

The department shall implement a child protective services differential response system that will allow local departments to respond to valid reports of child abuse or neglect by conducting either an investigation or a family assessment.

An investigation will determine:

- The immediate safety needs of the child
- Risk of future harm to the child
- Whether abuse or neglect has occurred
- If abuse or neglect has occurred, who abused or neglected the child
- A finding of either founded or unfounded based on the facts collected during the investigation

A family assessment will determine:

- The immediate safety needs of the child
- The protective and rehabilitative services needs of the child and family
- Risk of future harm to the child
- Alternative plans for the child's safety if protective and rehabilitative services are indicated and the family is unable or unwilling to participate

An immediate investigation will be commenced if, at any time during the completion of the family assessment, the local department determines that an investigation is required. The following valid reports of child abuse or neglect shall be investigated:

- Sexual abuse
- Child fatality
- Abuse or neglect resulting in serious injury
- A child taken into the custody by the local department
- Cases involving a caretaker at a childcare center, school, hospital, or any institution

The local department shall, at the initial time of contact with the person subject to an investigation, advise such person of the complaints or allegations made against the person, in a manner that is consistent with laws protecting the rights of the person making the report or complaint.

Investigations and family assessments will be completed within 45 days, and determine whether the report is founded or unfounded. 'Founded' means that a review of the facts shows by a preponderance of the evidence that child abuse and/or neglect has occurred. 'Unfounded' means that a review of the facts does not show by a preponderance of the evidence that child abuse or neglect occurred.

Valid complaints or reports shall be screened for high priority based on the following:

- The immediate danger to the child
- The severity of the type of abuse or neglect alleged
- The age of the child
- The circumstances surrounding the alleged abuse or neglect
- The physical and mental condition of the child
- Reports made by mandated reporters

**Washington****Reporting Procedures****Individual Responsibility****Citation: Rev. Code § 26.44.030; 26.44.040**

When any mandated reporter has reasonable cause to believe that a child has suffered abuse or neglect, he or she shall make a report to the law enforcement agency or to the department.

An oral report shall be made at the first opportunity but no longer than 48 hours after there is reasonable cause. The oral report must be followed by a report in writing.

**Content of Reports****Citation: Rev. Code §§ 26.44.030; 26.44.040**

The reports must contain the following information, if known:

- The name, address, and age of the child
- The name and address of the child's parents, guardian, or other person having custody
- The nature and extent of alleged injuries, neglect, or sexual abuse
- Any evidence of previous injury, including their nature and extent
- Any other information that might be helpful in establishing the cause of the child's death, injury, or injuries, and the identity of the alleged perpetrator or perpetrators, if known

**Special Reporting Procedures****Suspicious Deaths****Citation: Rev. Code § 26.44.030(4), (5)**

If the report involves a child who has died:

- The department shall notify the proper law enforcement agency.
- The law enforcement agency shall report the incident in writing to the proper county prosecutor or city attorney and notify the department.

**Substance-Exposed Infants****Citation: Rev. Code §§ 26.44.170; 26.44.200**

When an investigation is made that includes an in-person contact with the person alleged to have committed abuse, there shall be a determination of whether the use of alcohol or controlled substances is a contributing factor.

If, in the course of investigating an allegation relating to the manufacture of methamphetamine or possession of ephedrine or any of its salts or isomers or salts of isomers, pseudoephedrine or any of its salts or isomers or salts of isomers, pressurized ammonia gas, or pressurized ammonia gas solution with intent to manufacture methamphetamine, a law enforcement agency discovers that a child is present at the site, the agency shall contact the department immediately.

**Screening Reports****Citation: Rev. Code §§ 26.44.030; 26.44.050**

The department, upon receiving a report of alleged abuse or neglect involving a child who has died, physical injury inflicted upon a child by other than accidental means, or alleged sexual abuse, shall report the incident to the law enforcement agency. In emergency cases, where the child's welfare is endangered, the department shall notify the law enforcement agency within 24 hours. In all other cases, the department shall notify the law enforcement agency within 72 hours.

The department shall use a risk assessment process when investigating alleged child abuse and neglect referrals. The department shall present the risk factors at all hearings in which the placement of a dependent child is an issue. Substance abuse must be a risk factor. The department shall offer enhanced community-based services to persons who are determined not to require further State intervention.

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**West Virginia****Reporting Procedures****Individual Responsibility****Citation: Ann. Code § 49-6A-2**

When a mandated reporter has reasonable cause to suspect that a child is abused or neglected, he or she shall report to the department immediately, and not more than 48 hours after suspecting abuse or neglect.

If the reporter believes the child has suffered serious physical or sexual abuse, a report shall be made to the Division of Public Safety or any law enforcement agency.

**Content of Reports****Citation: Ann. Code § 49-6A-2**

The report shall contain the reporter's observations of the conditions or circumstances that led to the suspicion that a child was an abused or neglected child.

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Code § 49-6A-3**

Any mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that fact to the appropriate medical examiner or coroner.

Upon the receipt of such a report, the medical examiner or coroner shall cause an investigation to be made and report the findings to the police, the appropriate prosecuting attorney, the local child protective service agency and, if the institution making a report is a hospital, to the hospital.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Code § 49-6A-9**

Each local child protective service office shall:

- Receive all reports of children known or suspected to be abused or neglected on a 24-hour, 7-day-a-week basis
- Provide or arrange for emergency children's services to be available at all times
- Upon notification of suspected child abuse or neglect, commence a thorough investigation of the report and the child's environment
- Respond immediately to all allegations of imminent danger to the physical well-being of the child or of serious physical abuse
- Within 72 hours, conduct face-to-face interview with the child or children, and develop a protection plan that may involve law enforcement officers or the court

The local child protective service shall be responsible for providing, directing, or coordinating the appropriate and timely delivery of services to any child suspected or known to be abused or neglected, including services to the child's family and those responsible for the child's care.

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**Wisconsin****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 48.981**

Any mandated reporter who has reasonable cause to suspect that a child has been abused or neglected shall report immediately by telephone or personally to the county department, sheriff, or police department.

Any person who has reason to believe that an unborn child has been abused or is at substantial risk of abuse may report.

**Content of Reports**

The required contents of the reports are not specified in the statutes reviewed.

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. § 48.981(5)**

A mandated reporter who has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report that fact to the appropriate medical examiner or coroner. The medical examiner or coroner shall accept the report for investigation and shall report the findings to the appropriate district attorney, the department, and if the institution making the report initially is a hospital, to the hospital.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.



**Screening Reports****Citation: Ann. Stat. § 48.981(3)**

The sheriff or police department may refer to the department a report in which a person who is not a caregiver is suspected of abuse or of threatened abuse of a child. The department shall, within 12 hours, refer to the sheriff or police department all cases of suspected or threatened abuse reported to it.

If the report is of suspected or threatened abuse, the sheriff or police department and the department shall coordinate the planning and execution of the investigation of the report.

If the sheriff or police department determines that criminal action is necessary, the sheriff or police department shall refer the case to the district attorney for criminal prosecution. Within 24 hours after receiving a report, the agency shall evaluate the report to determine whether there is reason to suspect that a caregiver has abused or neglected the child, has threatened the child with abuse or neglect, or failed to prevent the suspected or threatened abuse or neglect. If the agency makes such a determination, or cannot determine who abused or neglected the child, within 24 hours after receiving the report, the agency shall initiate a diligent investigation to determine if the child is in need of protection or services.

If the investigation is of suspected or threatened child abuse or neglect by a caregiver who continues to have access to the child, or of a report that does not disclose who is suspected of the child abuse or neglect, the investigation shall also include observation of or an interview with the child, or both, and, if possible, an interview with the child's parents, guardian, or legal custodian. The department shall determine, within 60 days after receipt of a report, whether abuse or neglect has occurred or is likely to occur. The determination shall be based on a preponderance of the evidence.

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**Wyoming****Reporting Procedures****Individual Responsibility****Citation: Ann. Stat. § 14-3-205**

Any person who knows or has reasonable cause to believe that a child has been abused or neglected shall immediately report it to the child protective agency or local law enforcement agency.

**Content of Reports****Citation: Ann. Stat. § 14-3-206**

The report shall provide to law enforcement or the local child protective agency the following, to the extent available:

- The name, age, and address of the child
- The name and address of any person responsible for the child's care
- The nature and extent of the child's condition
- The basis of the reporter's knowledge
- The names and conditions of any other children relevant to the report
- Any evidence of previous injuries to the child
- Photographs, videos, and x-rays with the identification of the person who created the evidence and the date the evidence was created
- Any other relevant information

**Special Reporting Procedures****Suspicious Deaths****Citation: Ann. Stat. § 14-3-207**

Any person who knows or has reasonable cause to suspect that a child has died as a result of abuse or neglect shall report to the appropriate coroner. The coroner shall investigate the report and submit his or her findings in writing to the law enforcement agency, the appropriate district attorney, and the local child protective agency.

**Substance-Exposed Infants**

This issue is not addressed in the statutes reviewed.

**Screening Reports****Citation: Ann. Stat. § 14-3-206; Wyo. Rules § 049-240-002**

The State agency shall receive reports of child abuse or neglect 24 hours, 7 days a week. All reports are screened to determine whether the allegations meet the statutory definitions of child abuse/neglect and are within the scope of Child Protective Services. The verification process will begin within 24 hours. The department shall check records, including the central registry, to obtain pertinent information, including past department involvement.

A safety assessment will be initiated within 24 hours and completed within 7 calendar days for all accepted reports to determine if the case is appropriate for investigation or assessment. Accepted reports where criminal charges appear unlikely, children do not appear to be in imminent danger, or removal from the home appears unlikely may be assigned for assessment. The case will be referred for investigation if the safety assessment indicates a child is in imminent danger.

The investigative process begins when a report is accepted. All investigations may be teamed with law enforcement. The appropriate law enforcement agency will be contacted for assistance and consideration of criminal investigation in the following types of cases:

- A child may have died as a result of abuse or neglect.
- Imminent danger, sexual abuse, or major injury to the child is suspected.
- The situation necessitates the removal of the child from the home.

A safety assessment shall be completed for each child and a safety plan initiated when appropriate. A risk assessment also shall be completed for each child.

Allegations must be determined to be substantiated or unsubstantiated:

- When credible evidence of abuse or neglect has been determined, the allegation is substantiated.
- In the absence of credible evidence, the allegations and the investigation shall be unsubstantiated and the investigation closed. Services may be offered.